

**MINUTES OF A MEETING OF THE
COLNE MARKET FORUM
HELD AT COLNE TOWN HALL
ON 15TH MAY, 2023**

PRESENT

Members:-

<i>Councillor S. Cockburn-Price</i>	<i>Pendle Borough Council (PBC)</i>
<i>Councillor K. McGladdery</i>	<i>Pendle Borough Council</i>
<i>Councillor A. Sutcliffe</i>	<i>Pendle Borough Council</i>
<i>Steven J. Reed</i>	<i>Markets' Manager (Liberata)</i>
<i>Aneesa McGladdery</i>	<i>Colne BID</i>
<i>Mary Thomas</i>	<i>Colne Town Council</i>
<i>Tracy Graham</i>	<i>Market Trader</i>
<i>Kieron Gamble</i>	<i>Market Trader</i>
<i>Michaela Wilson</i>	<i>Market Trader</i>
<i>James Wareing</i>	<i>Market Trader</i>
<i>Kevin Wareing</i>	<i>Market Trader</i>
<i>Craig M Holden</i>	<i>Market Trader</i>
<i>Carol Barker</i>	<i>Market Trader</i>
<i>Linda J. McQueenie</i>	<i>Market Trader</i>

In attendance:-

<i>Bobbie Poole</i>	
<i>Vanessa Howell</i>	
<i>Damian Hunt</i>	
<i>Dawn Coates</i>	
<i>John Barker</i>	
<i>Councillor Dorothy Lord</i>	<i>PBC</i>
<i>Tracy Clavell-Bate</i>	<i>Barnfield/PEARL Together</i>
<i>Joe Barrowclough</i>	<i>Architect</i>
<i>Richard Savory</i>	<i>Raise Partnership</i>
<i>Phillip Spurr</i>	<i>PBC</i>
<i>Lynne Rowland</i>	<i>PBC</i>



1. APPOINTMENT OF CHAIR

The Councillors on the Forum were invited to appoint a Chair from their number for the municipal year 2023/24.

AGREED

That Councillor A. Sutcliffe be appointed Chair of the Forum for the municipal year 2023/24.

Councillor A. Sutcliffe – In the Chair

2.

DECLARATION OF INTERESTS

Members were reminded of the requirements of the Member Code of Conduct concerning the declaration of interests.

3.

MINUTES

AGREED

That the Minutes of the meeting held on 2nd November, 2022 be approved as a correct record and signed by the Chair.

4.

PROGRESS ON REDEVELOPMENT PROPOSALS

At the last meeting of the Forum it was explained that due to the current energy crisis, building/material costs and inflation it had proven difficult to deliver the project at the Market Hall/Bus Station site for which funding had been awarded.

The Market Hall project was originally submitted as a complete demolition of the existing Market Hall and a rebuild to include a footprint for a cinema and a separate residential development. However, since then the separate residential new build had been taken out of the scheme; the potential for a cinema deferred to a second phase; and, instead of demolition, a full remodelling of the existing Market Hall building was proposed, to include residential units at first floor level.

The modifications had resulted in a proposal that covered –

- Remodelling and refurbishment of the Market Hall
- New public realm to the front and side of the Market
- Extensive refurbishment and addition of new residential units to the first floor of the Market Hall.

The Forum was provided with plans of the abovementioned proposals for comment/consideration. The plans included the retention of the lower car park and bus station.

The Chair then invited a discussion on the information provided.

New Development

- It was confirmed that the internal layout had not yet been configured and was flexible. The stalls would be self-contained and lockable.
- Food Hall - All food provision would be in one space with shared seating and potentially shared kitchens. Reference was made to the existing café which currently had 54 seats. There was concern that this number of seats would not be made available to the business under the new arrangements.
- There was similar concern over whether those with multiple stalls would still get the same number. It was asked whether the units would be automatically offered or open to tender. This was to be determined.
- Traders asked for reassurance that there would be sufficient ventilation from the Food Hall so as not to affect stock. They were advised mechanical ventilation would be installed so there shouldn't be any transmission of smells.
- There would also be a clear separation between the Market and the Food Hall. The areas would be compartmentalised to increase fire safety. The Food Hall may also have different opening hours to the Market Hall.

- A request was made for accessibility to be prioritised during the design process and for there to be direct disabled access from the Market to the Food Hall.
- As the Food Hall was at the front of the building it was felt that this would lead to the Market Hall being dark inside. It was explained that with the new roof, and windows on the external walls, there would be lots of natural light in the Hall.
- The operator of the Market going forward was to be determined however, the current contracted staff would not lose their jobs.
- As at previous meetings, the lack of parking provision for traders was discussed. The plans included resident parking, customer parking and a service area for loading/unloading. There would also be the necessary provision for disabled parking.
- It was commented that car parking continued to be a problem, particularly on event days.
- It was noted that the original draft plans included a public car park located in the current bus station area. There was still an ambition to proceed with this, but further funding was needed.
- It was confirmed that there would be a separate access to the residential apartments and would meet Secured by Design and PAS 24 standards. Security cameras at the entrance to the Market were also being considered.
- As the apartments would be privately owned, there was concern over the responsibility for their upkeep and the effect that poor maintenance/accidents could have on the businesses below. **It was agreed that enquiries would be made to establish if there would be a lease agreement in place.**

Temporary Accommodation

- It had been determined that all traders would need to relocate during the 15–18 month programme of works. The latest proposal was for traders to move to the nearby Poundland building which was due to be vacated in July. In addition, there were two available units at Shackleton Hall and other potential space.
- This raised questions regarding Poundland's suitability in terms of space, security/insurance compliance and facilities. Traders had previously been asked to provide details on what they required to enable their business to continue to operate whilst redevelopment took place. The response included sufficient storage provision (in some cases for frozen/refrigerated goods); connection to a gas, electricity and water supply; provision to ensure compliance with food hygiene rules; and appropriate insurance for when moving stock. Some would require new fridges/freezers as current ones were built into the stalls. However, without knowing the details/dimensions of any future stall in the new Market, they wouldn't know what size to purchase. The stalls and storage space needed to be self-contained and lockable.
- It was understood that the Poundland unit mirrored the Market building quite well and had substantial cellar/storage space. Once the building had been vacated, the configuration of the space would be looked at.
- Traders asked if the empty units in the PEARL development across the road could be a further option for extra space if needed. **It was agreed that this could be explored**, although it was understood that some of the units had been leased.
- Things to consider at the temporary location included disabled access and toilet provision. Disabled parking provision also needed to be considered. One suggestion was that there be no time limit for disabled parking on the Red Lion Car Park.
- How it would be decided on who would go in the temporary accommodation was still to be agreed. It was thought that maybe a further survey would be carried out once the details of the space available were known.
- It was expected that the rent in the temporary accommodation would be similar to existing on a square footage deal. This would be looked into once the rent of the building was known. In response to a question, **officers agreed to report back on the square footage of the current Market.**

- A date had not been set for the vacation of the current Market Hall. This would be flexible and worked around the availability of the temporary premises.
- It was confirmed that physical assistance would be provided to safely move stock.

During development

- A request had been made for the hoardings around the site to advertise the new temporary location.
- The Construction Method Plan submitted with the planning application would prevent constructor parking on the car park.

The Chair thanked everybody for their contribution and reminded those present of the consultation event that was taking place on Thursday 18th May. Traders were reassured that they would continue to be involved in the plans going forward.

5. GENERAL MARKET BUSINESS

The Markets' Manager advised that trade around Christmas had been very good. The Grotto had run for 4 weeks and raised £520 for Curry on the Street.

Other items discussed included –

- Traders at the Outdoor Market not meeting the legal requirements for the items on sale, therefore invalidating any insurance. It was felt that this should be addressed by those arranging the markets.

It was agreed that further information would be requested from traders. In the meantime, offenders could be reported to Trading Standards.

- The opening hours of the Indoor Market traders. It was hoped that this would be policed more heavily.
- The Traders Fund had now been transferred to the current traders.
- It was reported that there was a rogue Market Facebook page. A request was made for people to follow and like the new Facebook Page – 'Colne Market Place'.

6. DATE OF NEXT MEETING

To be confirmed.

CHAIRMAN _____