



Dorchester Markets Informal Joint Panel

Date: Wednesday, 31 January 2024
Time: 2.00 pm
Venue: Dorchester Town Council Chamber, Corn Exchange, Dorchester

Members (Quorum)

Laura Beddow, Dave Bolwell, Simon Christopher, Simon Gibson, Janet Hewitt, Susie Hosford, Nick Ireland, Stella Jones, Fiona Kent-Ledger, Mary Penfold, Molly Rennie, Kate Reid, Roland Tarr and John Worth

Chief Executive: Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact joshua.kennedy@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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Agenda

Item		Pages
1.	APOLOGIES	
	To receive any apologies for absence.	
2.	MINUTES	5 - 26
	To confirm the minutes of the meeting held on 27 September 2023.	
3.	DECLARATIONS OF INTEREST	
	To disclose any pecuniary, other registrable or personal interest as set out in the adopted Code of Conduct. In making their decision councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.	
	If required, further advice should be sought from the Monitoring Officer	

in advance of the meeting.

4. PUBLIC PARTICIPATION

Representatives of town or parish councils and members of the public who live, work, or represent an organisation within the Dorset Council area are welcome to submit either 1 question or 1 statement for each meeting. You are welcome to attend the meeting in person or via MS Teams to read out your question and to receive the response. If you submit a statement for the committee this will be circulated to all members of the committee in advance of the meeting as a supplement to the agenda and appended to the minutes for the formal record but will not be read out at the meeting. **The first 8 questions and the first 8 statements received from members of the public or organisations for each meeting will be accepted on a first come first served basis in accordance with the deadline set out below.**

Further information read [Public Participation - Dorset Council](#)

All submissions must be emailed in full to Joshua.kennedy@dorsetcouncil.gov.uk by 08:00am on Friday 26 January 2024.

When submitting your question(s) and/or statement(s) please note that:

- You can submit 1 question or 1 statement.
- A question may include a short pre-amble to set the context.
- It must be a single question and any sub-divided questions will not be permitted.
- Each question will consist of no more than 450 words, and you will be given up to 3 minutes to present your question.
- When submitting a question please indicate who the question is for (e.g., the name of the committee or Portfolio Holder).
- Include your name, address, and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- Questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.
- All questions, statements and responses will be published in full within the minutes of the meeting.

5. URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

6. FAIRFIELD ENVIRONMENTAL IMPROVEMENTS UPDATE

To receive a verbal update from the Principal Transport Planner.

- | | | |
|------------|--|---------|
| 7. | FINANCIAL OUTTURN PROJECTION 2023/24 & PROPOSED BUDGET 2024/25 | 27 - 32 |
| | To receive a report from the Senior Accountant. | |
| 8. | SUNDAY MARKET UPDATE | 33 - 34 |
| | To consider a report from the DTC Town Clerk. | |
| 9. | CAR BOOT FUND DISTRIBUTION | |
| | To receive a verbal update from the Dorchester Town Council Clerk. | |
| 10. | DORCHESTER MARKET OPERATORS REPORT | 35 - 38 |
| | To consider a report from the Dorchester Market operator. | |
| 11. | FUTURE OPERATION OF FAIRFIELD MARKET | 39 - 44 |
| | To consider a report from the Head of Community & Public Protection. | |
| 12. | EXEMPT BUSINESS | |
| | To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph x of schedule 12 A to the Local Government Act 1972 (as amended). The public and the press will be asked to leave the meeting whilst the item of business is considered. | |

There is no scheduled exempt business.

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DORCHESTER MARKETS INFORMAL JOINT PANEL

MINUTES OF MEETING HELD ON WEDNESDAY 27 SEPTEMBER 2023

Present: Cllrs Laura Beddow, Simon Gibson, Janet Hewitt, Susie Hosford, Nick Ireland, Stella Jones, Fiona Kent-Ledger, Mary Penfold, Molly Rennie, Kate Reid and Roland Tarr

Apologies: Cllrs Dave Bolwell and Simon Christopher

Officers present (for all or part of the meeting):

Kevin Evans (Senior Accountant (Place)), Graham Duggan (Head of Community & Public Protection), Steve Newman (Town Clerk), George Dare (Senior Democratic Services Officer), Hannah Massey (Lawyer - Regulatory) and Christopher Peck (Principal Transport Planner)

1. **Election of Chairman**

Proposed by Cllr Hosford, seconded by Cllr Beddow.

Decision

That Cllr Rennie be appointed as Chairman for the remainder of the Year 2023/24.

2. **Election of Vice-Chairman**

Proposed by Cllr Ireland, seconded by Cllr Gibson.

Decision

That Cllr Beddow be appointed as Vice-Chairman for the remainder of the Year 2023/24.

3. **Apologies**

Apologies for absence were received from Cllr Bolwell and Cllr Christopher.

4. **Minutes**

Members considered the minutes of the previous meeting.

Decision

That the minutes of the meeting held on 25 January 2023 be confirmed and signed.

5. **Declarations of Interest**

Cllr Penfold declared that her son occasionally had a stall at South Street and Dorchester Market. She did not take part in any decisions relating to the markets where her son had a stall.

6. **Public Participation**

There was no public participation.

7. **Financial Outturn Report 2022/23**

The Senior Accountant introduced the Financial Outturn report. He outlined the budget that was set and the actual outturn. There was a minor overspend £781.

A member asked a question around dereliction and graffiti on the Fairfield market site. He was assured that there was a budget for repairs and maintenance.

Proposed by Cllr Beddow, seconded by Cllr Hewitt.

Decision

That the income and expenditure statement for 2022/23 be approved.

8. **Market Operator Report**

Panel members received a verbal report from Grant Jones of Cornhill Market. The report included creating a website for the Cornhill market.

In response to questions from members, Mr Jones confirmed that the cost for charity stalls would be free and that up to 17 stalls could be located at the Cornhill market.

Members discussed the use of the area outside Barclays Bank on South Street for charities and collections.

The Head of Community and Public Protection gave a verbal report on Fairfield Market on behalf of Ensors Ltd. The report included financial details, the cost of market stalls for traders, trading numbers, and footfall.

The Panel discussed the report; the following areas were discussed:

- The fees for market pitches in covered and outdoor areas.
- A need to be aware of a decrease in people visiting the market.
- Health and safety issues at the indoor market area.
- Repairs needed to the indoor market building.
- Insurance at the Fairfield market site and the lease to Ensors Ltd.

- People visiting by coach were not walking through town if they were dropped off at the market.

9. **Sunday Market Proposal**

The Panel received information from Jules Bradburn of The Sherborne Market Ltd about proposals for a market in Dorchester. The proposed market would take place on a Sunday, and it would consist of local traders who sell unique or handmade items, as well as 'suitcase stalls.' Similar markets in Sherborne and Shaftesbury have grown to have 200 traders and has created increased footfall in the towns.

Members asked questions and discussed the proposals. The following points were raised:

- The area the market would cover would move people through different areas of the town.
- The market could be placed on land managed by Dorchester Town Council.
- Sherborne Market Ltd would provide pitches, marketing, social media, and security.
- There would be a strict policy on traders leaving litter.
- Local charities would be present at the market.
- Possibilities for opening the County Hall car park at weekends.
- Each town council gets a set number of days per year for free parking.

Proposed by Cllr Jones, seconded by Cllr Beddow

Decision:

1. That the proposal for a Sunday market be recommended to the Dorchester Town Council Management Committee
2. That the charitable element of funding be allocated to the Car Boot Fund.

10. **Fairfield Road Works Update**

The Principal Transport Planner gave a presentation on works at Fairfield Road. The presentation, which is attached to these minutes, included responses from a recent public consultation and proposed timescales for the works at Fairfield Road.

Cllr Jones and Cllr Penfold did not take part in this item because they were members of the Northern Area Planning Committee.

In response to a question about archaeological work around Fairfield Road, officers confirmed that this was in connection with a lighting scheme.

Decision:

That authority be delegated to the Town Clerk and the Head of Community and Public Protection, in consultation with the Chair of the Panel, to make amendments to the lease in connection with this work.

11. **Update on the Linneys Development Proposal**

The Panel received an update from Toby Frere on a development proposal for the Linneys. A report was written by Southampton University which concluded that the Linneys would be able to provide areas that could be used as a start-up space. The ideas for development of the Linneys were outlined, including changing the internal size of the Linneys, creating a vibrant space, and ensuring that local residents would not be affected.

Members commented on the proposal. Comments included suggestions for types of businesses that could use the Linneys and that the proposal would be good for regeneration.

Members supported the principle of the proposal.

At this point in the meeting members agreed to extend the meeting beyond 2 hours.

12. **Appointments To The Car Boot Grants Panel**

The Panel considered appointments to the Car Boot Grants Panel.

Proposed by Cllr Ireland, seconded by Cllr Kent-Ledger.

Decision

That Cllrs Rennie, Beddow, Hosford, and Worth be appointed to the Car Boot Grants Panel for the Year 2023/24.

13. **Urgent Items**

There were no urgent items.

14. **Exempt Business**

Decision

That in accordance with Section 100A (4) of the Local Government Act 1972, the press and the public be excluded for the following item(s) in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).

Reason for taking the item in private:

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

15. **Future Operation of the Market**

The Town Clerk introduced the report on the future operation of the market.

Members asked questions on the contents of the report.

Proposed by Cllr Ireland, seconded by Cllr Jones.

Decision

That further work be undertaken in regard to the issues set out in the report.

Duration of meeting: 5.30 - 7.47 pm

Chairman

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Fairfield Road Active Travel improvement

**Dorchester Markets Informal Joint Panel
27 September 2023**

**Chris Peck
Principal Transport Planner**

**Kerry Hall
Assistant Project Manager**

Summary

- Public engagement
- Summary of consultation report
- Detailed design – highway scheme
- Draft sketch – public realm element
- Issues arising
- Timescales

Public engagement on Fairfield Road

- 9/1/2023 – Dorchester Town Council Planning & Environment Committee
 - 25/1/2023 – Dorchester Informal Markets Joint Panel
- Feedback:
- » move footway to northern side of the road
 - » make sure access onto Maumbury Road is improved
 - » look at Upper Fairfield Road safety
- Online consultation ran from 16/2/23 – 17/3/23
 - 14/3/23 - Meeting with Dorchester Access Group
 - May 2023 – Consultation Report published
 - June 2023 – Further update provided to Dorchester Town Council
 - September 2023 – Planning Application underway

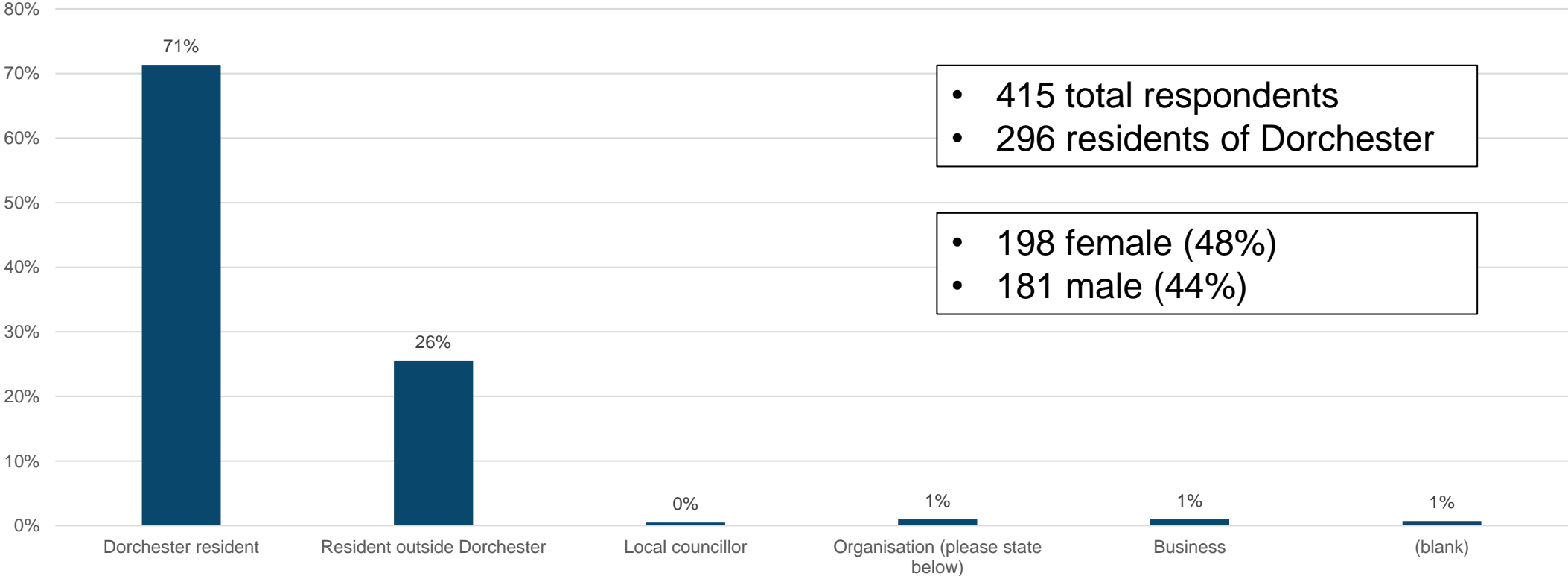
Public consultation questions

Respondents asked to what they agreed with the following elements:

- A dedicated footway along Fairfield Road
- A way to access the car park directly from the railway station (Copper Street)
- Safer crossing points across Fairfield Road at junctions
- Restricting vehicle access to Fairfield Road (Weymouth Avenue)
- Benches, planters and habitat improvements on Fairfield Road
- Better street lighting on Fairfield Road

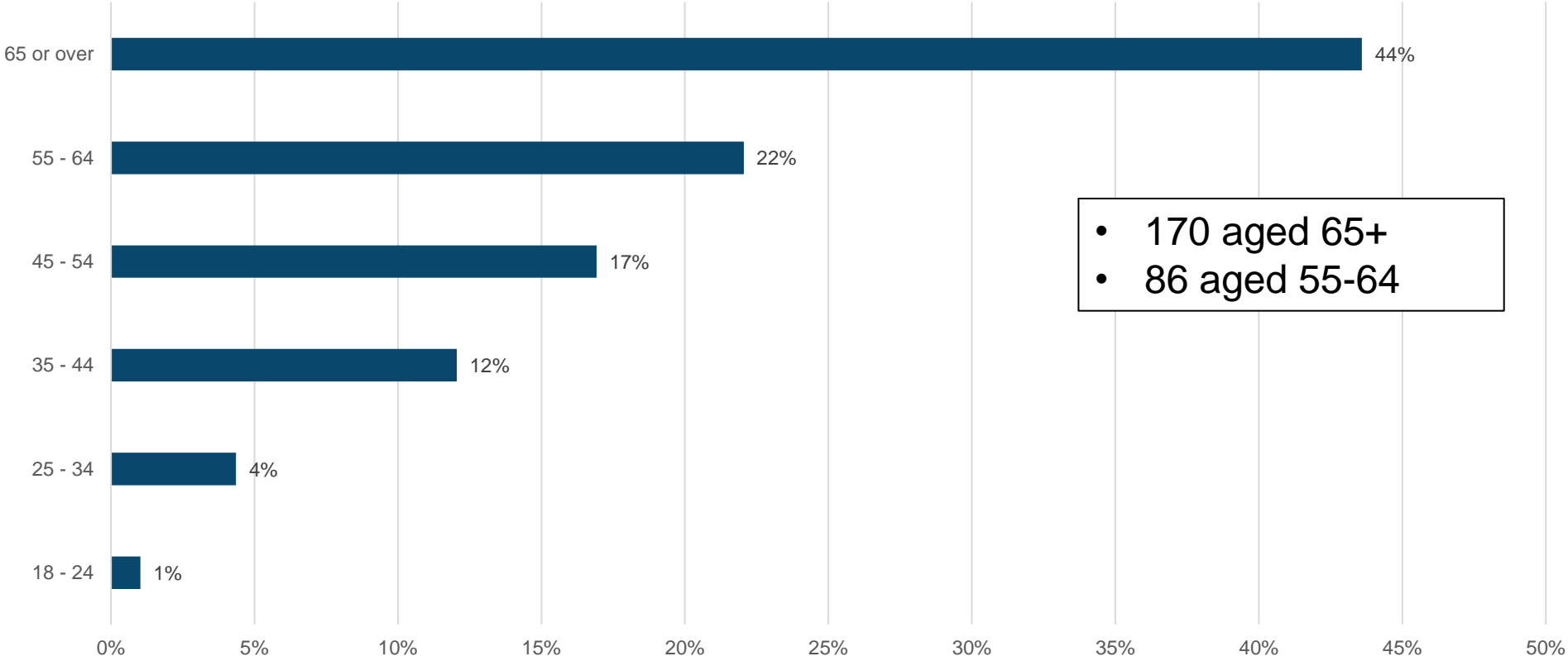
Who responded

Tell us who you are



Who responded: age

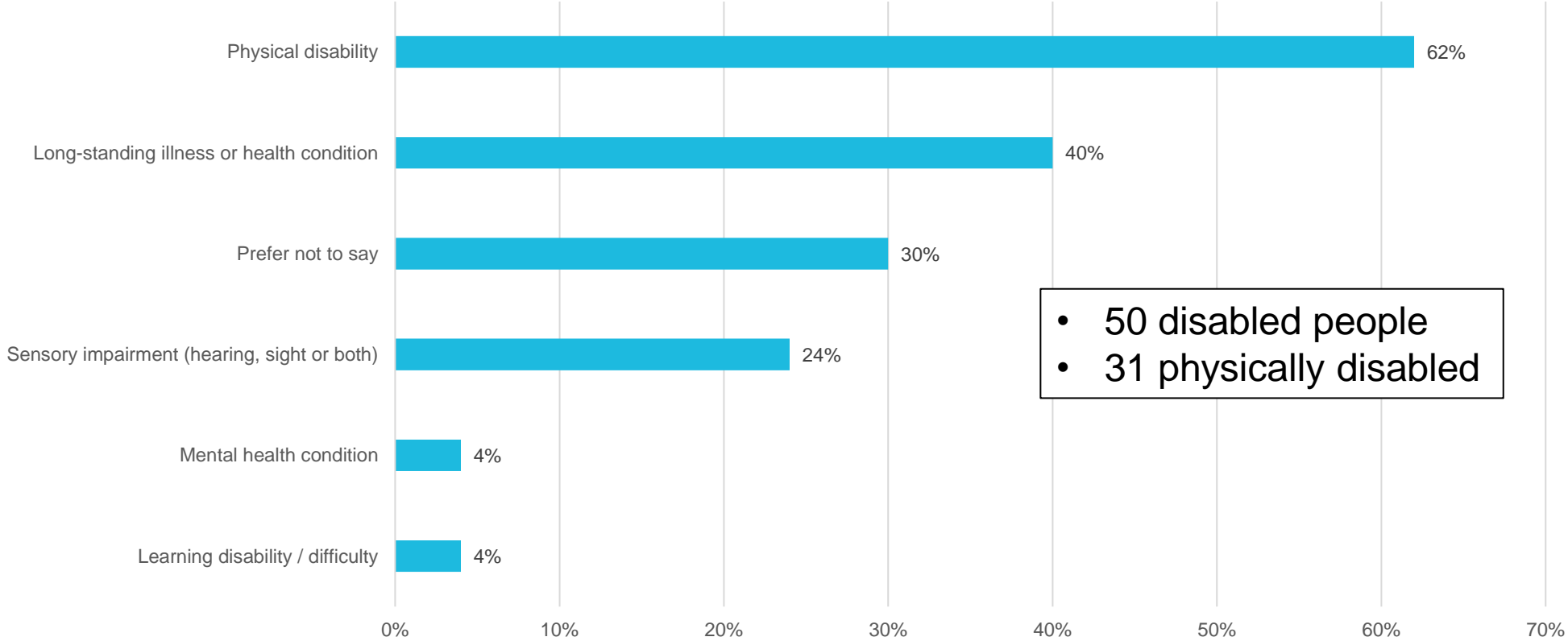
Which age group do you belong to?



- 170 aged 65+
- 86 aged 55-64

Who responded: disabled people

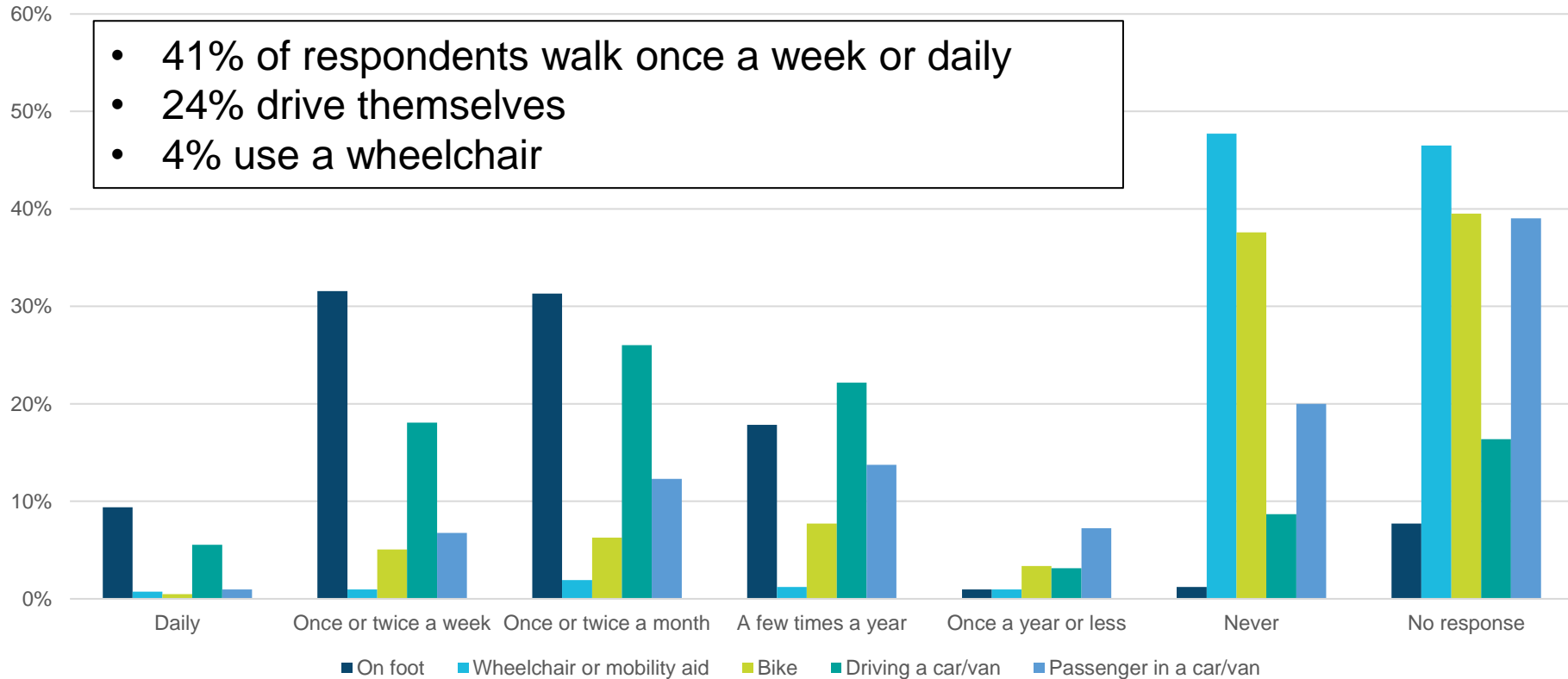
Type of impairment



- 50 disabled people
- 31 physically disabled

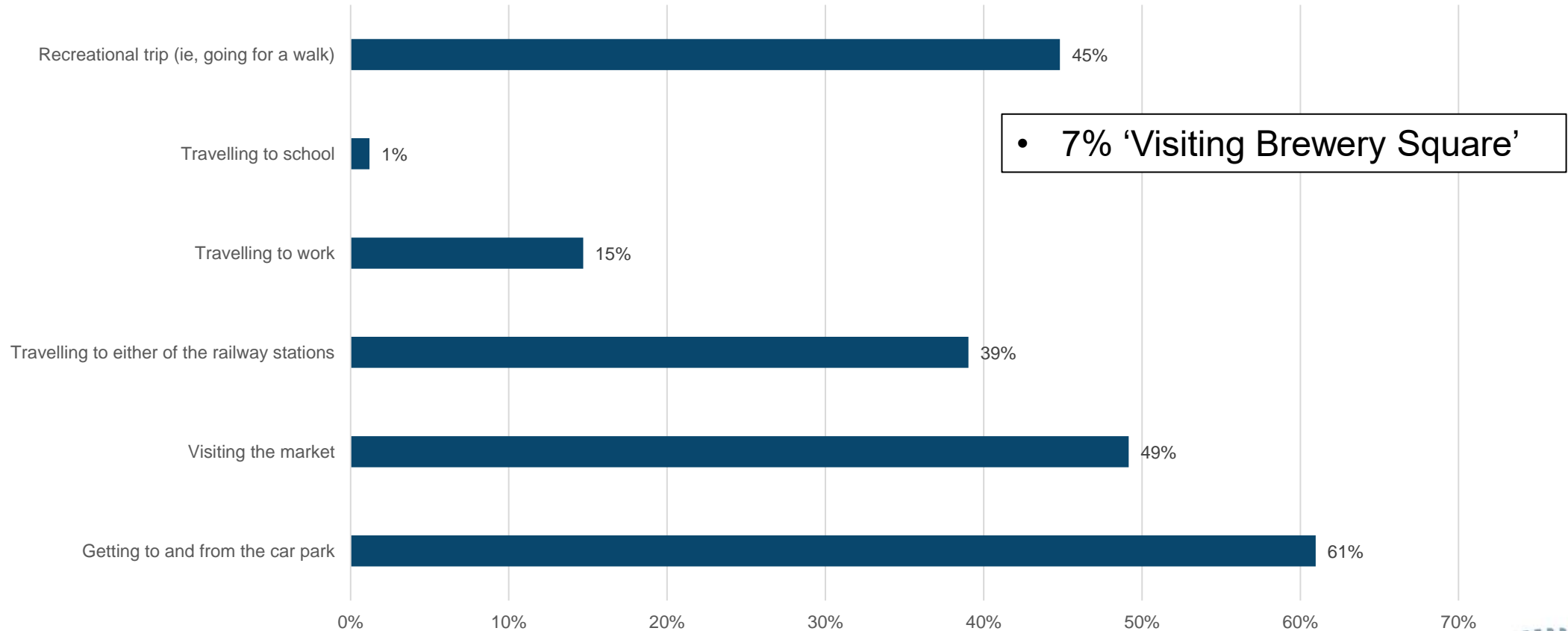
How people use Fairfield Road now

How do you travel on Fairfield Road at the moment?



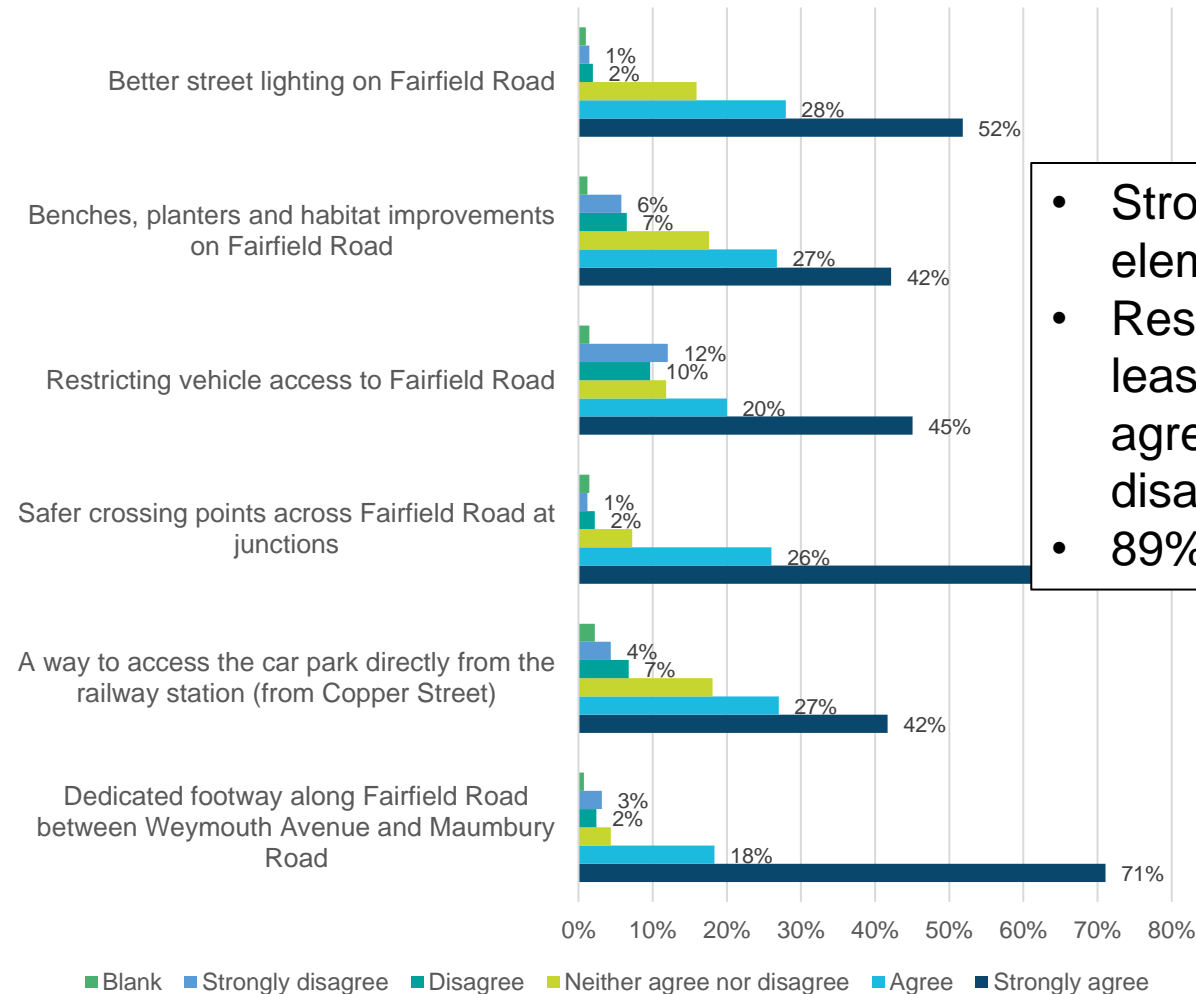
How people use Fairfield Road now

When you use Fairfield Road, what are you doing?



Agreement with scheme elements

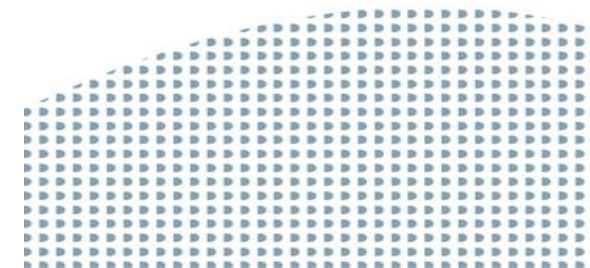
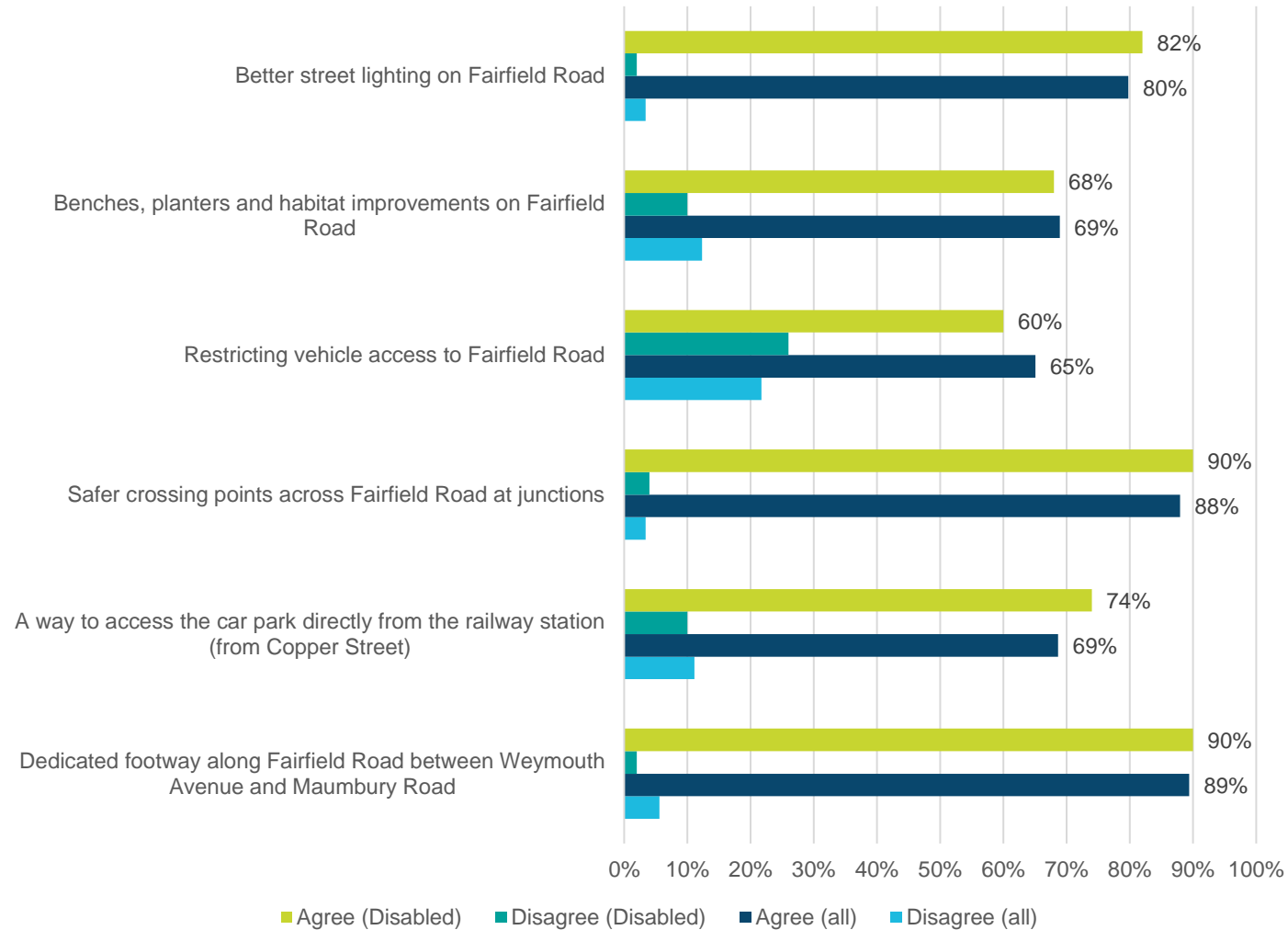
How do you feel about the individual aspects of the proposal?

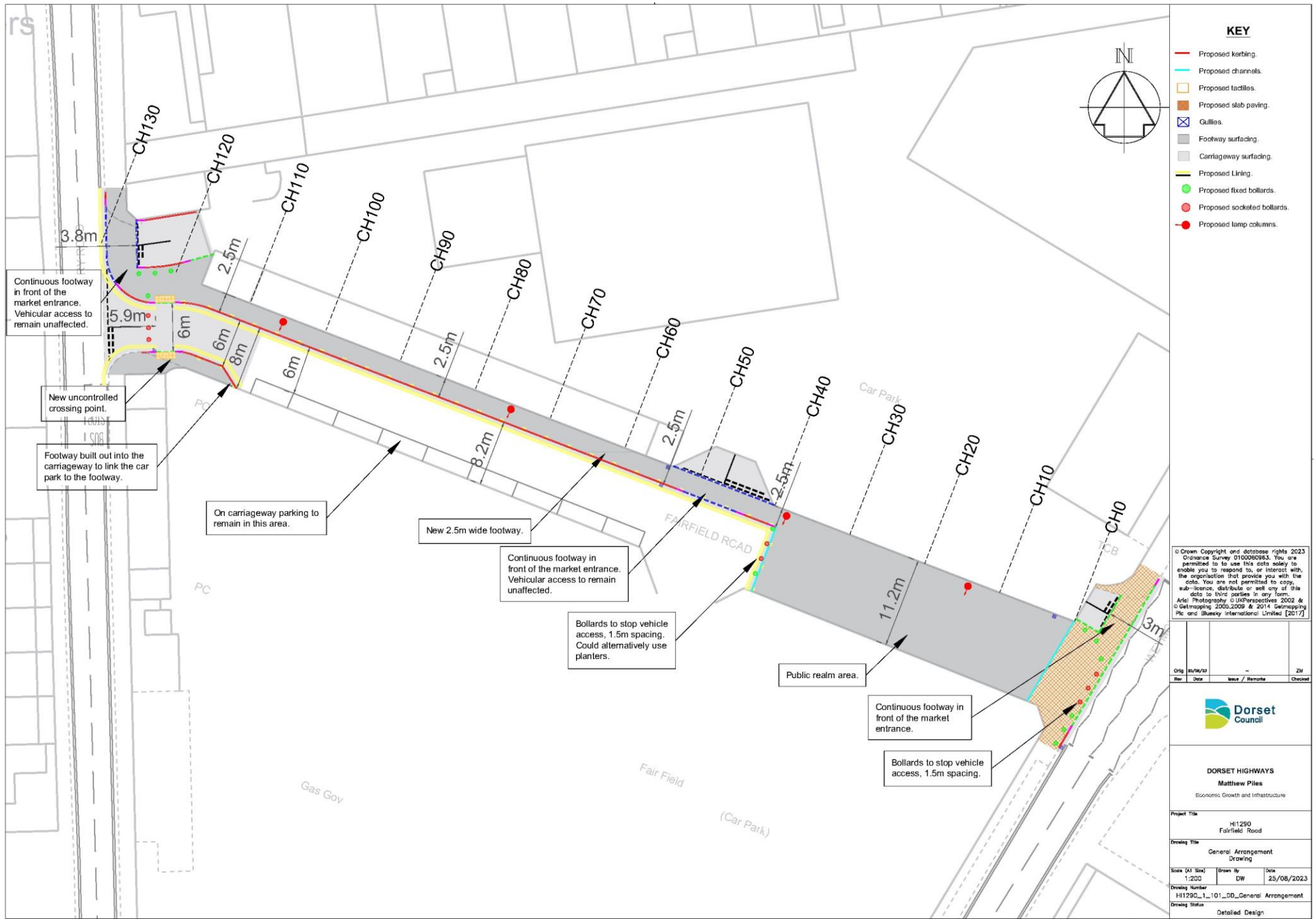


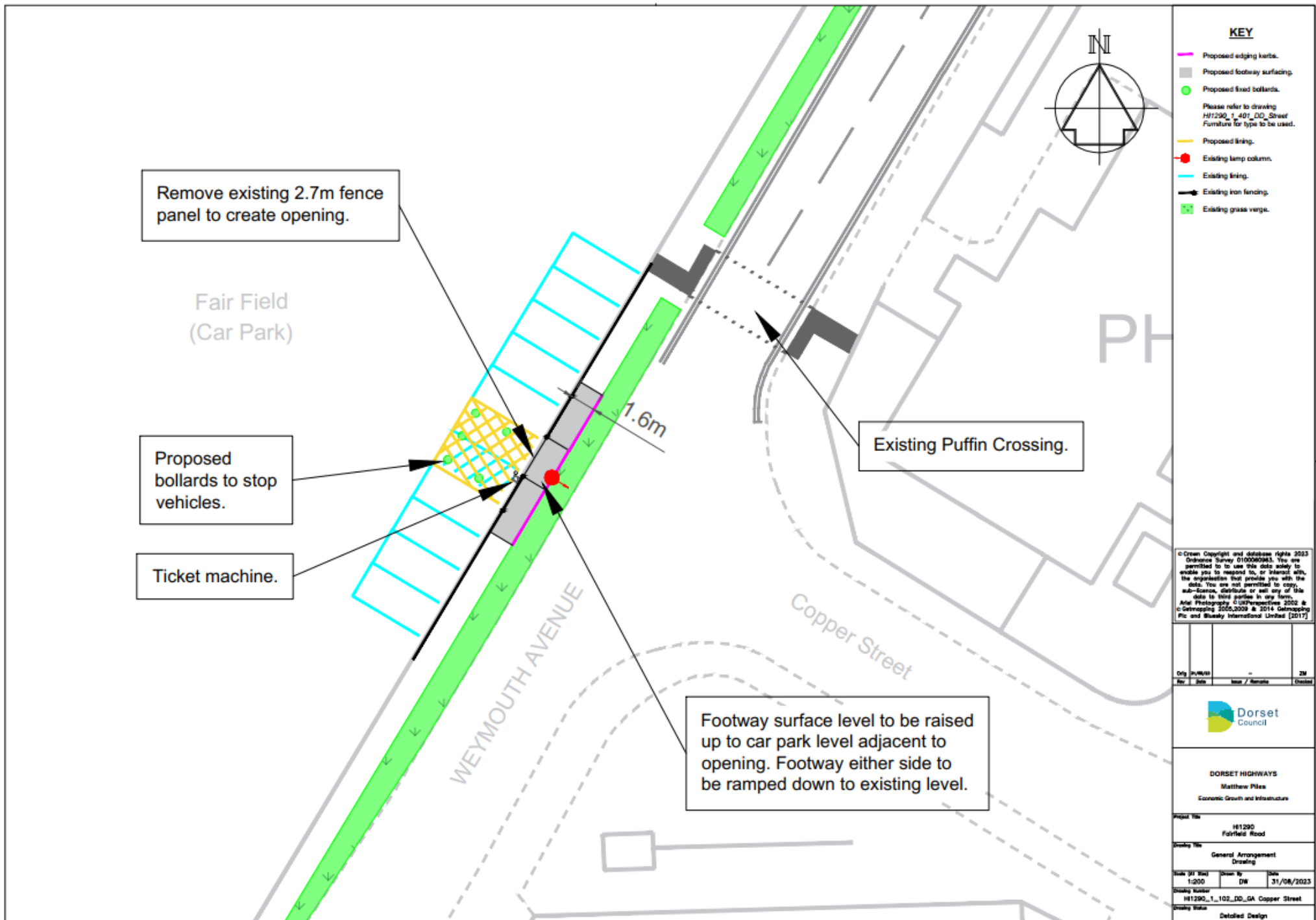
- Strong support for all elements.
- Restricting vehicle access least supported, but still 65% agreements to 22% disagreement
- 89% agreement with footway

Agreement with scheme elements – disabled people

How do you feel about the individual aspects of the proposal? - all (415) vs disabled people (50)







KEY

- Proposed edging kerbs.
- Proposed footway surfacing.
- Proposed fixed bollards.
- Please refer to drawing H1290_1_401_DD_Street Furniture for type to be used.
- Proposed lining.
- Existing lamp column.
- Existing lining.
- Existing iron fencing.
- Existing grass verge.

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City	WIM	Zone	2M
Rev	Date	Issn / Revise	Created

Dorset Council

DORSET HIGHWAYS
 Matthew Piles
 Economic Growth and Infrastructure

Project Title
 H1290
 Fairfield Road

Drawing Title
 General Arrangement
 Drafting

Scale (H / Vert)
 1:200

Drawn By
 DW

Date
 31/08/2023

Drawing Number
 H1290_1_102_DD_GA Copper Street

Drawing Status
 Detailed Design

Issues

- Scheme will require full planning permission.
- This will entail evidence of net biodiversity benefit and support preservation of the conservation area.
- Any substantial underground works will require archaeological supervision.
- All of these will entail additional costs.
- Current budget insufficient to cover full public realm scheme: a cheaper option is also under consideration using simpler materials.

Timescales

- Planning application – Oct / November / December 2023
- Footway / carriageway works – January / February / March 2024
- Further public engagement and design for the public realm scheme – 2024?

Questions

Dorchester Markets Joint Informal Panel

31 January 2024

Financial Outturn Projection 2023/24 & Proposed Budget 2024/25

For Decision

Portfolio Holder: Cllr L Beddow, Culture and Communities

Executive Director: Jan Britton, Executive Lead for Place

Report Author: Kevin Evans

Job Title: Senior Accountant

Tel: 01305 225188

Email: kevin.evans@dorsetcouncil.gov.uk

Report Status: Public

Brief Summary:

Markets in Dorchester have operated since Anglo Saxon times and are prescriptive. Under an agreement dated 1984 the markets are managed by Dorset Council for the benefit of Dorset Council and Dorchester Town Council with operational oversight carried out by the Dorchester Markets Joint Informal Panel. The Markets income and expenditure is held within the accounts of Dorset Council. The Panel receives a report on the annual budget and the annual outturn.

Recommendation:

That Members of the Panel note the current projected outturn position for 2023/24 and approve the 2024/25 budget proposals.

Reason for Recommendation:

The Panel need to monitor the financial performance of the markets and agree a budget for 2024/25.

1. **Projected Outturn 2023/24 (Appendix 1, Column C)**
 - 1.1 The total projected expenditure is forecast to be over budget, currently looking at a potential cost of £47,725 against a budget of £45,332, giving a forecast overspend of £2,393. The main reason behind the overspend is increased Electricity costs in relation to the monthly Npower bills, and an increase in the monthly Water charges from Water2Business. The monthly water charge has significantly increased in year, following a period of previous charges where the bill was based on typical usage during the pandemic period. This has been reflected in the assumed 2024/25 budget, provisionally allocating an uplift on these lines to correlate to the current position. The projected outturn assumes that the full £19,600 R&M (Repairs & Maintenance) budget will be spent. Although current R&M actuals are minimal, it is assumed the unspent R&M budget will be transferred into the earmarked R&M reserve at year end (as per 2022/23, and prior, outturns).
 - 1.2 There is projected to be a significant deficit on the gross income budget. Current projections indicate potential income of £133,274, against a budget of £160,280, a projected shortfall of £27,006. At the time of writing, the Council has received Management Accounts from the Market operator Ensors for the period 01/04/2023 to 30/11/2023. Forecasts have been calculated based on totals up to 30/11/2023, as well as factoring in the relevant proportion of figures for the period December 2023 – March 2024, based on the 2022/23 profile for this period. As a result, it is assumed that the proportion of the gross income budget relating to Ensors - £72,450 (£50,400 relating to the Dorchester Market Operation, and £22,050 relating to the Car Boot), will see a projected income deficit of £27,426. Net income from this contract is expected to be broadly in line with the total net income received during 2022/23, which was considerably lower when compared to the 2021/22 figure. For context, the 2021/22 outturn saw a strong recovery from the Covid-19 pandemic, with Market operator income slightly exceeding the budget, although Car Boot income was slightly under budget.
 - 1.3 The Cornhill Market income is currently anticipated to come in on budget, following a reduction to the income budget in 2023/24 to reflect the revised rental premium with the operator.
 - 1.4 The other sources of income are mostly expected to come in or around on budget during 2023/24, including the rents for the Corn Market & Café, and the full budget of £52,243 is anticipated in respect of the allowance for

Fairfield parking income. There is a small element of unbudgeted recoverable costs income, relating to electricity, sewerage & water at the Café.

- 1.5 Overall, this means the sum available for distribution to the panel is forecast to be £85,549, against a net budget of £114,948, a shortfall of £29,399. The relevant shares would be split as follows: Dorset Council - £48,339 (against a budget of £61,817), Dorchester Town Council - £26,029 (against a budget of £33,286) and transfer to the Car Boot Reserve of £11,182 (against a budget of £19,845).

2. **Budget 2024/25 (Appendix 1, Column D)**

- 2.1 The proposed expenditure budget is £46,958. This represents a minor increase on the approved expenditure budget for 2023/24, set at £45,332. The increase is due to inflationary increases on the Electricity and Water budget lines, and to bring these budgets to a more realistic level based on current year outturn projections. Offsetting this to a small degree is a reduction to the Subscriptions budget, rebasing this based on the actual cost of 2022/23 NABMA membership (2023/24 cost has not yet been incurred).
- 2.2 The proposed income budget is £166,515, an increase from the £160,280 agreed for 2023/24. The Dorset Council income budget guidance for 2023/24 is to assume increases of 5% on all Fees & Charges income budgets. This principle has been applied to the Market Operators (Ensors) and Fairfield Car Park income lines. However, for the Cornhill Traders, Corn Market & Café, the income budgets have remained stable, based on the current rental premium being charged.
- 2.3 This means the budgeted surplus for distribution is £119,557, with Dorset Council due £64,168 and Dorchester Town Council £34,552. The budgeted top up to the Car Boot reserve would be £20,837.

3. **Current Reserves Summary**

- 3.1 The current balance on the Market Maintenance reserve is £61,468. This reserve has been topped up over the past few years from the unspent R&M budget, while there have been no recent drawdowns from this reserve.
- 3.2 The current un-committed balance on the Sunday Car Boot reserve is £1,597. As at the closedown of the 2022/23 financial year, this reserve

had a balance £15,597, but the Car Boot panel agreed on the 22/11/2023 to fund community grants totalling £14,000. There will be a further top up of this reserve upon closedown of the 2023/24 accounts, when the Sunday Car Boot figures for the current year will be known from Ensors. Based on prior year actuals, this top up is projected to be in the region of ~£11k.

4 Financial Implications

As detailed in the report.

5 Natural Environment, Climate & Ecology Implications

No impact.

6 Well-being and Health Implications

None.

7 Other Implications

None.

8 Risk Assessment

8.1 **HAVING CONSIDERED:** the risks associated with this decision; the level of risk has been identified as:

Current Risk: MEDIUM as the Market Operator income is variable.

Residual Risk: MEDIUM as there could be a further loss of income.

9 Equalities Impact Assessment

None.

10 Appendices

Appendix 1 – Budget 2024/25

11 Background Papers

Ensors Management Accounts for the period 01/04/2023 – 30/11/2023

Dorchester Markets Joint Informal Panel

Budget 2024/25

	(A) Outturn 2022/23 (£)	(B) Approved Budget 2023/24 (£)	(C) Projected Outturn 2023/24 (£)	(D) Proposed Budget 2024/25 (£)
EXPENDITURE				
Premises				
Repairs and maintenance	19,600	19,600	19,600	19,600
Electricity	5,200	4,349	5,591	5,600
Water	153	265	1,675	972
Insurance	880	880	880	880
2/7 share of actual costs of toilets	1,413	2,200	2,200	2,200
	27,246	27,294	29,946	29,252
Supplies and Services				
Subscriptions	384	716	384	384
Other Expenditure	143	0	73	0
	527	716	457	384
Recharges				
Dorset Council	15,634	15,634	15,634	15,634
Dorchester Town Council	1,688	1,688	1,688	1,688
	17,322	17,322	17,322	17,322
TOTAL EXPENDITURE	45,095	45,332	47,725	46,958
INCOME				
Rents				
Market Operator's Contract	-30,619	-50,400	-32,600	-52,920
Car Boot	-12,295	-22,050	-12,424	-23,153
Cornhill Traders	-15,152	-12,987	-12,987	-12,987
Rents - Corn Market and Cafe	-22,561	-22,100	-22,100	-22,100
Farmers Market	0	0	0	0
Rival Markets Fee	0	-500	0	-500
Recovered Costs	0	0	-920	0
Fairfield Car Park	-49,755	-52,243	-52,243	-54,855
TOTAL INCOME	-130,382	-160,280	-133,274	-166,515
SURPLUS	-85,287	-114,948	-85,549	-119,557
DISTRIBUTION OF SURPLUS				
Sunday Market Reserve	11,066	19,845	11,182	20,837
Dorset Council	48,244	61,817	48,339	64,168
Dorchester Town Council	25,978	33,286	26,029	34,552
	85,287	114,948	85,549	119,557
Market Maintenance Earmarked Reserve				
Balance b/f 01.04.2022	42,928			
Transactions 2022/23	18,540			
Balance c/f 31.03.2023	61,468			
Sunday Car Boot Earmarked Reserve				
Balance b/f 01.04.2022	28,781			
Draw down for Community Grants 2022/23	-24,250			
Top Up 2022/23	11,066			
Agreed Community Grants 2023/24	-14,000			
Balance @ 31.12.2023	1,597			

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DORCHESTER MARKETS INFORMAL JOINT PANEL

31 JANUARY 2024

NEW SUNDAY MARKET - UPDATE

1. At the last meeting of the Panel Members received a presentation from Jules Bradburn of Dorset Artisan Markets Ltd regarding a proposal for a new Sunday Market to operate on the fourth Sunday of each month from April through to November. The market would operate from the Borough Gardens, Bowling Alley Walk, lower South Street and Brewery Square.
2. The Panel supported the proposal and recommended that the Town Council, as freehold owner of the Walks and Borough Gardens, be invited to give consideration to the proposal.
3. The Town Council's Management Committee has considered the matter and resolved:-
 - 1) That the proposals from Dorset Artisan Markets Ltd, for a monthly artisan market be agreed.
 - 2) That a review report on the performance of the Dorset Artisan Markets Ltd market in Borough Gardens in 2024 is presented to the Committee prior to any further bookings for 2025 onward.
 - 3) Any donation to the Council from the Dorset Artisan Markets Ltd will be allocated as grants to the local community via the Dorchester Car Boot Grant Panel.
4. Officers from Dorset Council and the Town Council have since conducted a site visit with Jules Bradburn to finalise stall locations, necessary consents etc.
5. Dorset Artisan Markets Ltd is now making arrangements to hold a market, as previously discussed and agreed with the Panel, on the following Sundays in 2024:-
 - Sunday 28 April
 - Sunday 26 May
 - Sunday 23 June
 - Sunday 28 July
 - Sunday 25 August
 - Sunday 22 September
 - Sunday 27 October
 - Sunday 24 November
6. The Panel is asked to note this update.

Steve Newman
Dorchester Town Clerk

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Dorchester Market – Operator’s Report For the period 1st April 2023 to 30th November 2023

Income and Expenditure – Wednesday Market

The gross income for 1st April 2023 to 30th November 2023 totalled £63,960 compared with a figure of £68,709 for the same period in 2022. (i.e. 6.92% decrease)

Income and Expenditure – Sunday Car Boot Sale

The gross income for 1st April 2023 to 30th November 2023 totalled £25,251 compared with a figure of £28,580 for the same period in 2022. (i.e. 11.64% decrease)

Tolls

The current market toll structure at the present time is:

Covered Market £14 per trestle table
 £15 per wall trestle table

Outside Market £25 per pitch

Covered Outdoor Area £25 per pitch

South Linnies £25 per pitch

The current car boot toll structure at the present time is:

Covered Market £ 7 per trestle table
 £ 8 per wall trestle table

Outside Market £ 8 cars
 £14 vans

Covered Outdoor Area £ 8 per pitch

General

Trading from 1st April 2023 to 30th November 2023 has been generally difficult in uncertain times when recent high inflation and interest rates have resulted in the public having less money to spend. Trading has also been affected by weather conditions resulting in the number of traders and public attending the market and car boot sales when the weather has been bad.

There has also been a noticeable increase in internet shopping. However, the total income for the eight-month period has only slightly decreased and the expenses are down due to a drop of approximately £10,000 in the amount paid out for rates.

Overall, we are reasonably optimistic for the year ahead, hoping that inflation and interest rates will continue to fall and income tax is slightly reduced.

With the council's decision to invite open market tenders from other operators when our current lease runs out in 2026, our usual plea for capital investment and improvements is no longer relevant now but we would like to put on record that we have been pointing out for the last 10 years that times have changed and alterations and capital investment are needed.

We would also like the panel to know that although we only have two years to run on our lease, we intend to make every effort to run the market as efficiently and progressively as we can. To help us achieve this, we have brought an experienced retail manager into the Ensor's team with a special brief to help run the Dorchester market and our show ground at Wimborne.

We have already started to carry out a review of the market and are keen to develop a close relationship between ourselves as the operators, the traders, and the Joint Market Panel.

For and on behalf of
T Ensors & Son Ltd

T. Ensor & Son (Dorchester) Ltd Quarterly Accounts
For the period of 1st April 2023 to 30th November 2023

Income - Market	April	May	June	July	August	September	October	November	Total
Inside	£1,658.00	£1,977.00	£1,456.00	£1,399.00	£1,706.00	£1,334.00	£1,574.00	£1,956.00	£13,060.00
Outside - Cattle	£5,130.00	£7,450.00	£5,830.00	£6,355.00	£7,400.00	£5,330.00	£5,505.00	£7,900.00	£50,900.00
Outside - Fairfield	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Licences	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
	£6,788.00	£9,427.00	£7,286.00	£7,754.00	£9,106.00	£6,664.00	£7,079.00	£9,856.00	£63,960.00
Expenditure - Market									
Cleaning	£352.48	£395.94	£438.36	£347.88	£425.51	£357.45	£356.95	£449.45	£3,124.02
Labour	£1,500.00	£1,900.00	£1,550.00	£1,550.00	£1,900.00	£1,900.00	£1,900.00	£2,350.00	£14,550.00
Printing, Advertising and Distribution	£50.53	£0.00	£118.80	£313.75	£40.00	£25.90	£591.53	£112.43	£1,252.94
Telephone	£83.00	£83.00	£83.00	£83.00	£83.00	£83.00	£83.00	£83.00	£664.00
Accountancy and Book-keeping	£444.50	£444.50	£444.50	£444.50	£444.50	£744.50	£744.50	£444.50	£4,156.00
Rates, Insurance and Services	£717.57	£685.00	£685.00	£745.67	£719.00	£762.92	£796.92	£762.92	£5,875.00
Water Rates & Electricity	£605.46	£178.76	£199.62	£249.00	£170.26	£150.05	£122.40	£142.78	£1,818.33
Sundry Trade Repairs & Renewals	£85.56	£85.56	£85.56	£85.56	£85.56	£21.00	£21.00	£46.43	£516.23
Sundry Trade Expenses	£42.43	£42.43	£42.43	£42.43	£42.43	£30.00	£30.00	£386.67	£658.82
Bank Charges	£91.60	£102.41	£112.16	£153.18	£118.27	£132.08	£119.27	£107.52	£936.49
Gratuities to Coach Drivers	£40.00	£0.00	£50.00	£25.00	£70.00	£0.00	£0.00	£50.00	£235.00
	£4,013.13	£3,917.60	£3,809.43	£4,039.97	£4,098.53	£4,206.90	£4,765.57	£4,935.70	£33,786.83
Market Net Profit	£2,774.87	£5,509.40	£3,476.57	£3,714.03	£5,007.47	£2,457.10	£2,313.43	£4,920.30	£30,173.17
Income - Car Boot									
Inside	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Outside	£3,711.00	£3,565.00	£3,130.00	£3,161.00	£3,369.00	£2,219.00	£3,745.00	£2,351.00	£25,251.00
	£3,711.00	£3,565.00	£3,130.00	£3,161.00	£3,369.00	£2,219.00	£3,745.00	£2,351.00	£25,251.00
Expenditure - Car Boot									
Labour	£1,000.00	£850.00	£850.00	£1,000.00	£850.00	£850.00	£950.00	£950.00	£7,300.00
Sundry Trade Expenses	£5.00	£25.00	£10.00	£30.00	£20.00	£35.00	£20.00	£15.00	£160.00
	£1,005.00	£875.00	£860.00	£1,030.00	£870.00	£885.00	£970.00	£965.00	£7,460.00
Car Boot Net Profit	£2,706.00	£2,690.00	£2,270.00	£2,131.00	£2,499.00	£1,334.00	£2,775.00	£1,386.00	£17,791.00
Total Net Profit	£5,480.87	£8,199.40	£5,746.57	£5,845.03	£7,506.47	£3,791.10	£5,088.43	£6,306.30	£47,964.17
20% T.Ensor	£1,096.17	£1,639.88	£1,149.31	£1,169.01	£1,501.29	£758.22	£1,017.69	£1,261.26	£9,592.83
80% WDDC	£4,384.70	£6,559.52	£4,597.26	£4,676.02	£6,005.18	£3,032.88	£4,070.74	£5,045.04	£38,371.34
	£5,480.87	£8,199.40	£5,746.57	£5,845.03	£7,506.47	£3,791.10	£5,088.43	£6,306.30	£47,964.17
Less. Payments on account	£4,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00	£32,000.00
Additional Due to WDDC	£384.70	£2,559.52	£597.26	£676.02	£2,005.18	-£967.12	£70.74	£1,045.04	£6,371.34

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Dorchester Markets Informal Joint Panel

31 January 2024

Future Operation of Fairfield Market

For Decision

Portfolio Holder: Cllr L Beddow, Culture and Communities

Local Councillor(s): Dorchester Wards

Executive Director: Jan Britton, Executive Lead for Place

Report Author: Graham Duggan
Job Title: Head of Community & Public Protection
Tel: 01305 252285
Email: graham.duggan@dorsetcouncil.gov.uk

Report Status: Public

Brief Summary:

The contract for the operation of Fairfield Market expires in 2026. This report provides information on initial investigations of the routes available to secure a new market operator.

Recommendation:

To request that officers propose a recommended route for the procurement or appointment of a new market operator to the next scheduled meeting of your Panel.

Reason for Recommendation:

To ensure the continuance of Fairfield Market in accordance with the Royal Charter for the benefit of the community and local economy.

1. Report

- 1.1 A Royal Charter to provide a market was granted to Dorchester in 1629. Since 1984, the market has been operated under the governance of the Dorchester Markets Joint Committee/Panel (the Panel) with a 99-year lease on the Fairfield site. The current operator was awarded the contract in 2001. The contract expires in 2026 and it is not capable of extension. Your Panel appointed a sub-group to investigate the options for future operation of the market and officers have been undertaking initial investigatory work.
- 1.2 The options available are broadly to either undertake a competitive procurement process and award a new contract to the successful tenderer or, to bring the operation of the market in-house and for it to be directly managed. Dorchester Town Council (DTC) has expressed interest in operating the market from 2026 and this report focuses on initial advice received about options.
- 1.3 Dorset Council is the freeholder of the site with a long-term lease in place to the Market Trustees (certain holders of office from both councils). For necessary investment in the infrastructure of the site for the benefit of market activity, a commitment to a reasonable period of operational control is necessary. The current operator contract has been in place for over twenty years and investment did take place in the initial period by the operator (e.g. erection of indoor market hall and covered external pitches). There is a need for investment to re-vitalise trading performance which may include the re-modelling of the indoor market hall and productive use of The Linneys.
- 1.4 Initial discussions have taken place with Dorset Council, Assets & Property, who have indicated support for an approach which would provide the Panel with agreement to secure a new market operator based on an initial term of 10-years with an option to extend for a further period of 10-years by mutual agreement. Whilst subject to further legal advice, this period is considered suitable to enable investment.
- 1.5 Initial advice has been received from Dorset Council's Legal and Procurement officers. There are a number of complexities around the current governance structure including the creation of the Joint Informal Panel in 2010 from the former Joint Committee as a result of the contract to the current operator reducing the Joint Committee's powers and functions. However, it is clear that if the Panel sought to secure a new

external operator, a competitive tendering exercise would be required. If the Panel sought to appoint DTC as the operator, a competitive tendering exercise would not be required but there would be a need for further consideration of the governance structure. Many Town Councils operate markets directly, Bridport Town Council is a close example, but the historical shared governance arrangement in Dorchester is more unique.

- 1.6 It is considered that the Panel needs to have a route agreed to procure or appoint the next operator of the market in this calendar year. This then leaves 2025/6 for the process to run and transitional arrangements to take place. Subject to your agreement today, officers will support the sub-group in making a recommendation to your next meeting on the most appropriate option and the associated process.
- 1.7 **Appendix 1** provides some initial thinking about the benefits and issues of each option outlined in this report.

2. **Financial Implications**

None at this stage however, a financial appraisal will be given with the next report.

3. **Natural Environment, Climate & Ecology Implications**

The sale of goods within urban centres can reduce the need for travel and carbon footprint.

4. **Well-being and Health Implications**

Thriving market environments can be a valuable community asset as a place to meet, eat and greet. The sale of fresh, healthy foodstuffs at competitive prices can support people in managing their budgets.

5. **Other Implications**

Economic impact – supporting small traders and adding vitality to the local area, extending shopper footfall.

6. **Risk Assessment**

- 6.1 **HAVING CONSIDERED:** the risks associated with this decision; the level of risk has been identified as:

Current Risk: Medium

Residual Risk: Medium

7. **Equalities Impact Assessment**

An assessment will be undertaken as part of the decision making process for deciding the appointment/procurement option. This will be referenced in the next report.

8. **Appendices**

Appendix 1 – Initial Benefits Appraisal

9. **Background Papers**

DCLG – Market Management Models 2010

10. **Report Sign Off**

11.1 This report has been through the internal report clearance process and has been signed off by the Director for Legal and Democratic (Monitoring Officer), the Executive Director for Corporate Development (Section 151 Officer) and the appropriate Portfolio Holder(s)

Appendix 1 – Initial Benefits Appraisal

	Benefits	Issues
Contracted	<p>Clear relationship between client & contractor</p> <p>Sector expertise</p> <p>Performance standards in contract</p> <p>Potential to set minimum income level</p> <p>Less direct cost to the Panel</p> <p>Less commercial risk to the Panel</p>	<p>Less flexible to adapt to changing circumstances</p> <p>Less control over market offer and commercial focus</p>
In-house	<p>More control over market offer to community</p> <p>Greater investment in the success of the market</p> <p>More flexibility with the operation of the market</p> <p>Able to react to changing circumstances quickly</p> <p>Would allow greater coordination of market activities across the town</p>	<p>Higher direct costs (staff etc.)</p> <p>Resilience</p> <p>Sector expertise</p> <p>Availability of investment</p>

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