

**Minutes of the Meeting of St Davids City Council Market Committee on Monday 1st December  
2025 in the Council Chamber at 9.30am.**

**Present:** Cllr ES Evans, Cllr B Lloyd, Cllr BS Sehmi, with Deputy Clerk JE Foster

- 1 Election of Chair:** Cllr ES Evans
- 2 Apologies for Absence:** Cllr BT Price
- 3 Declarations of Interest:** JE Foster (Deputy Clerk) declared a prejudicial interest in relation to item 10 and withdrew from the meeting.
- 4 Confirmation of Minutes for:** St Davids City Council Market Committee meeting on 15<sup>th</sup> January 2025 were RESOLVED to be approved.

**Matters Arising**

- 5 Market Allocations Policy 2025** – Introduced in 2025 to ensure a fair and transparent approach to allocating market stalls for each season. Members reviewed the policy and agreed to retain for 2026.
- 6 Severe Weather Policy 2025.** The Deputy Clerk advised members that the policy had been updated recently in line with the Council’s insurance. The policy was received and reviewed by members, and agreed to retain for 2026.
- 7 Market booking form** – 2026 booking form was received. Members RESOLVED to approve the form subject to the following amendments: to update the contact details, to detail when the market season starts and finishes, and to include that the Public Liability insurance required is a minimum of £2 Million.
- 8 Income and Expenditure for the 2025 Market Season** were received. It was RESOLVED to request a comparison of the income and expenditure from March - October for both the 2024 and 2025 seasons from the Responsible Finance Officer.
- 9 Review of stall hire fee** – *NB Stall hire fees were set at £25 for 2023 Season.* Members RESOLVED to put forward the recommendation to full council for the stall hire fees to remain at £25 per week, given that the other local markets ranged from around £15-£25 per week, with some markets having slightly shorter trading hours which was reflected in their fee.
- 10 Review of Market Stall Manager fee** – NB Market Stall Manager fees were increased from £125 to £150 for the 2025 Season. Members RESOLVED to put forward the recommendation to full council for the Market Stall Manager fee to remain at £150 per week. Members further RESOLVED to recommend that there be an exception for when the market stalls are hired out to external businesses, that the Market Stall Manger has permission to negotiate a fee or hourly

rate on the basis that a job may incur a significant amount of additional working hours and travel in comparison to the standard market setup.

There being no further business the meeting closed at 10:00am

Signed ..... Date .....

Chair