

**Minutes of the Recreation & Tourism Committee  
held on Thursday 24 November 2022 @ 6.00pm**

**Present:** Cllr Summers, Cllr Terrett (Chair), and Cllr Whetlor

**In attendance:** Jo Grellier, Deputy Town Clerk

22/69A **To Receive Apologies for Absence** (LGA 1972, section 85 (1))  
Cllr Terrett proposed that *'apologies given by Cllr Campbell, Cllr Johnson, and Cllr Richards are accepted'*.  
Seconded by Cllr Summers. Carried.

22/70A **To receive any Declaration of Interests** under Watchet Town Council's Code of Conduct (adopted on 9 July 2012) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 Si No: 1464

Name	Minute no	Description of Interest	Personal & Prejudicial	Action
Cllr Whetlor	All	All items that may concern SW&T as a District Councillor	Personal	Cllr remained in the meeting and participated in the discussion and voting

22/71A **To confirm and sign the Minutes of the Committee meeting held on 20 October 2022** (LGA 1972, Sch 12 Para 41 (1) - (circulated to members prior to the meeting via **Appendix 1**)  
Cllr Whetlor proposed that *'the minutes of the Committee meeting held on 20 October 2022 are approved as a true and correct record'*. Seconded by Cllr Summers. Carried.

22/72A **The Esplanade:**  
(i) **Amended Esplanade booking forms** – to include the addition of a new SW&T Food Safety Questionnaire (paperwork circulated prior to the meeting via **Appendix 2a & 2b**)  
Cllr Summers proposed that *'the recommended amended Esplanade booking form to include the SW&T Food Safety Questionnaire is approved and Cllr Whetlor to check with SW&T if allergens should be added to the Food safety questionnaire'*. Seconded by Cllr Terrett. Carried.

22/73A **Watchet Wednesday Market:**  
(i) **2022 Market Season update:**  
a. To review the 2022 Market Trader questionnaire results (paperwork circulated prior to the meeting **Appendix 3**)  
Members noted the questionnaire results and the following verbal report from the Deputy Clerk:  

- 17 feedback questionnaires were received from a possible 43 traders
- Very positive results throughout
- 10 out of 17 responding traders approve of an Easter Market as well as an Autumn Market
- 12 out of the 17 responding traders would be interested in additional markets
- 17/17 traders will be returning next season

Cllr Whetlor gave thanks to the Deputy Clerk for her hard work during the 2022 season.  
b. **Income & Expenditure report** (paperwork circulated prior to the meeting **Appendix 4**)  
Members noted the following figures:

	2021	2022	% increase/decrease
Market pitch fee income	£7,950.00	£8,660.00	8.93% increase
Gazebo Hire income	nil	£1,352.50	N/A
Expenditure	£5,330.00	£2,285.00	57.13% decrease
Total profits	£2,620.00	£7,727.50	194.94% increase

- c. Recommendation for Market operation and gazebo maintenance purchases (*paperwork circulated prior to the meeting Appendix 5*)

The Deputy Clerk gave a verbal report based on Appendix 5. A long discussion ensued. Cllr Whetlor proposed that **'the Deputy Clerks recommendation to give delegation to the Market manager to use the profit funds from the 2022 season to purchase the required gazebo parts detailed in the report to the value of £6800 + vat (above quotation to allow for any increase in delivery charges), and 2 x sack trucks to the value of £150 + vat. The market manager is also delegated to purchase and send flowers of condolence to the value of £40 to the family of a trader who recently passed away, is approved'**. Seconded by Cllr Terrett. Carried.

- (ii) **2023 Market Season** – to approve amended 2023 Market documents:

- a. Watchet Market 2023 Booking form (*paperwork circulated prior to the meeting Appendix 6a*)  
Cllr Terrett proposed that **'the recommended 2023 booking form is approved'**. Seconded by Cllr Whetlor. Carried.
- b. Stall holder booking record form (*paperwork circulated prior to the meeting Appendix 6b*)  
Cllr Terrett proposed that **'the recommended 2023 stall holder booking form is approved'**. Seconded by Cllr Whetlor. Carried.
- c. Market 2023 Policy (*paperwork circulated prior to the meeting Appendix 6c*)  
Cllr Terrett proposed that **'the recommended 2023 market policy is approved, and the alcohol licensing is revisited at a later date when advice has been sought from SW&T'**. Seconded by Cllr Summers. Carried.

22/74A **Watchet Memorial Ground:**

- (i) Queen Elizabeth Memorial bench – to approve the purchase of a Queen Elizabeth II Memorial bench to be sited on the Memorial Ground in place of an existing damaged bench (*paperwork circulated prior to the meeting Appendix 7*)  
Cllr Summers proposed that **'the recommendation purchase a new Queen Elizabeth II memorial bench to replace an existing damaged bench on the memorial ground is approved and the metal work be ordered in blue 5013'** Seconded by Cllr Whetlor. Carried.

22/75A **Precept 2023-2024:**

- (i) To consider Committee budget requirements for 2023-2024 – *paperwork circulated prior to the meeting as Appendix 8*  
Cllrs noted the Budget figures for 2022-23. Cllr Whetlor proposed that **'the 2023-24 Precept proposals recommended by the RFO are accepted'**. Seconded by Cllr Summers. Carried.

22/76A **Matters for the next meeting** – verbal, no discussion

- Liaise with Clerk
- Kings Coronation event
- Market policy update – if required

Meeting closed at 6.35pm

Signed:  .....

Dated:  .....