



WHEATLEY PARISH COUNCIL REPORT – 05.06.2023

ITEM 42 LOCAL AND FESTIVE MARKETS

Author: Clerk – Michelle Legg
Summary: Request for WPC to deliver seasonal markets (including Christmas Market) in Wheatley.

1. Introduction

1.1 Wheatley Parish Council recently delivered a successful local produce market on 8th May 2023 (Bank Holiday).

It was well attended by the community and well supported by local traders. Some traders were unable to attend but welcomed the opportunity to attend future events.

1.2 A Christmas market has successfully been organised in Wheatley, by a local resident, who is requesting that WPC seek to take the event on from 2023.

2. Local Produce Market

2.1 After reviewing the feedback and officer resources it is being proposed that WPC deliver two local produce markets, one in the Spring (flexible around Easter time) and one in the Summer (June/early July) 2024.

2.2 The ethos and set would be similar to the recent event, with scope to attract at least three more traders within the Merry Bells.

2.3 Resources would be delivered within existing and future budgets within the Community Event allocation.

2.4 It is understood that the size and scale of the event would not increase the council's insurance premiums, as no road closures are required.

3. Christmas Fair 2023 and beyond

3.1 Wheatley Christmas Fairs have been successful in the 6 years it has been running and has either broken even or made a small surplus, which has been shared to organisations within the community.

3.2 Some expenditure has been reduced, as market stalls have been replaced with trader supplied gazebos.

3.3 Previously, WPC has contributed to the event by covering the costs of the temporary street lighting.

3.4 Should WPC take the event on consideration should be given to :

- VAT being applied to stall fees – gross costs increase to £36 (matching fees paid in May 23).
- Checks required with insurers, regarding road closure.
- Officer time would be taken up preparing the event and being in attendance during the event.

4. Risk Management

4.1 WPC already has risk assessments in place, but these would be reviewed to ensure they are sufficient for the event.

4.2 First Aid facilities would be supplied by WPC officer, who has completed First Aid Training.

4.3 To ensure stall holders have the opportunity to attend, contact is usually made before the summer.

5. Conclusion

5.1 WPC is committed to supporting community events and to promote local producers and businesses.

5.3 The format of the annual and recent events has been successful and can be assimilated into officer's time and the council's resources.

6. Recommendation

6.1 For members to approve a schedule of events for:

- Christmas Market 2023 (Fri 24th Nov), always the last Friday in November
- Spring market 2024 (Date TBC)
- Summer market 2024 (Date TBC)