



## Market Place Working Party

### Terms of Reference

|   |   |
|---|---|
| <b>Level of Authority</b>                         | Advisory  |
| <b>Type of Working Party</b>                      | Informal, task and finish basis                                     |
| <b>Meeting Basis</b>                              | Ad-hoc  |
| <b>Public Notice of Meeting</b>                   | No  |
| <b>Minutes</b>                                    | Yes   |
| <b>Responsible to</b>                             | Finance and Assets Committee  |
| <b>Working Party</b>                              | 3 councillors + 2 members of the public                             |
| <b>Ex-officio members</b>                         | 1 for external advice   |
| <b>Councillor Substitutions Allowed</b>           | Yes   |
| <b>Quorum</b>                                     | 3<br>Either 2 councillors + 1 member of the public or 3 councillors |
| <b>Budgetary Authority</b>                        | None  |
| <b>Councillor Members for civic year 2024/25:</b> | TBC   |
| <b>Election of Chairman</b>                       | At the first working party meeting                                  |

#### Working Party's Purpose:

To consider the Market Place's purpose for the civic year ending 31 March 2026 whether as a dedicated civic amenity space, an ad-hoc events space or to continue as predominantly an unofficial free car park. Proposed plans will need to be mindful of the Market Place's categorisation and whether licences are required.

As part of the considerations there should be a period of community consultation which will include liaison with local businesses especially those that surround the Market Place and to respect any rights of access.

To plan an events program for the civic year ending 31 March 2026 including a budget proposal for consideration by the Finance and Premises committee by 30 November 2025 as part of the budget and precept setting process.

**Date adopted by Council: 24 July 2024**

**Minute Reference: 50b**