

Market and Events Working group  
Thursday 5th March 2026 at 10am  
The little meeting room in STC offices

#### Agenda

Present: Penny Rainbow, Tracey Jevons-Hazzard, Peter Harris,  
Abi Brackenbury (Deputy-Clerk), Lyn Harris (Convenor)

1. Apologies: Peter Brooker, Karen Roberts, Steve Perry
2. Notes from the last meeting. Items from notes not included in the agenda – Abi reported that the Minster heritage flags had been ordered and should be delivered within the week.
3. Market finances Balance attached.
4. Proposals from the Wheatsheaf  
Celebration of Ian Johnson's life  
This was noted by the working group:  
Kev will send out fliers to neighbouring residents informing them of the event.  
Music for the event will stop at 9pm.

#### Community Market

Kev would like to run a Community Market on a Sunday for local businesses and charities. The working group thought that this was a lovely idea but several things need to be considered:

- Each stall needs to have their own public liability insurance and STC would need to see this two months before the event.
- There would need to be extra rubbish bins and the rubbish would need to be taken away (NSDC)

Market & Events Working Group would like to trial this with The Wheatsheaf and work with Kev on this. There may be some costs to the Council which will need to be paid for such as removal of the stalls on the Saturday evening after the market. The Event will need to cover all its costs including rubbish etc.

Sleepers outside beer garden raised, potentially a trip hazard.

Kev would like to remove these and erect a low wall similar to the one already by The Wheatsheaf.

This cannot be done as there are electrical cables under the sleepers. M&EWG will ask Ivan to check them.

5. Events and funding proposals 2026 timetable attached  
The timetable and events were agreed.  
Due to unforeseen circumstances Lyn will book the road closures and Vocom (Traffic Management) as soon as possible.  
STC needs an efficient diary where STC's events and community events can be logged.  
Staffing for events will need to be discussed with the new clerk and Ivan.
6. Discussion concerning an outdoor cinema event in the WMRG

The event was greeted with enthusiasm provided we can secure a perimeter without hampering the public who may want to walk through the park.  
Agreed to put a soft edge along Lime Tree walk including the use of bunting tied to the trees.  
Date of the event is August 22nd 2026

7. Review of the flag competition

It was noted that the flags were of high quality and that it had engaged the community in a positive way.

The winner was a design by a Southwell resident Beth Hulme Lenagh.

Lyn will inform Beth that she has won and Lyn will also write to the other entrants expressing thanks. We will also send out a runners' up certificate to each one.

Beth will receive a £50 NSDC shopping card.

Peter H will liaise with Beth about tweaking her design lettering, making it fit into the Council's preferred style.

The flags will be displayed in the Council's Art Gallery, near the Admiral Rodney pub.

8. Revision of traders' handbook – postponed until next meeting

9. Date of the next meeting:

10. Items for next meeting

Revision of traders' handbook

Review of the cost of stall hire

11. Communications from the meeting

Result of the flag competition

With best wishes

Lyn

Convenor MEWG