



**Corporate Policy and  
Resources Committee**

**Thursday, 23 May 2024**

**Subject: Amendment to Market Fees and Charges 2024/2025**

Report by:

Director of Corporate Services (Section 151  
Officer)

Contact Officer:

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Purpose / Summary:

To amend the fee charged to traders at  
Gainsborough Market, on a Tuesday or  
Saturday, where 20 or more stalls are used.

**RECOMMENDATION(S):**

1. That the Corporate Policy and Resources Committee acknowledge the resolution of Full Council on 4 March 2024 (resolution (g) within minute number 71) to approve the fees and charges presented at that time; and
2. approve a revised fee (within Markets) of £7.50 where a market trader brings 20 or more stalls to the Gainsborough market on either a Tuesday or Saturday, replacing the fee previously approved.

## IMPLICATIONS

**Legal:**

Where fees and charges are set by legislation at national statutory rates, these will be applied as notified.

**Financial: FIN/26/25/SL**

The 2024/2025 fees and charges are explained in the body of this report. The budgetary implications of any amendments to fees and the forecast level of demand for each service will be built into the Council's revenue budget.

Proposed levels of fees and charges for 2024/2025 are based on the Council recovering costs.

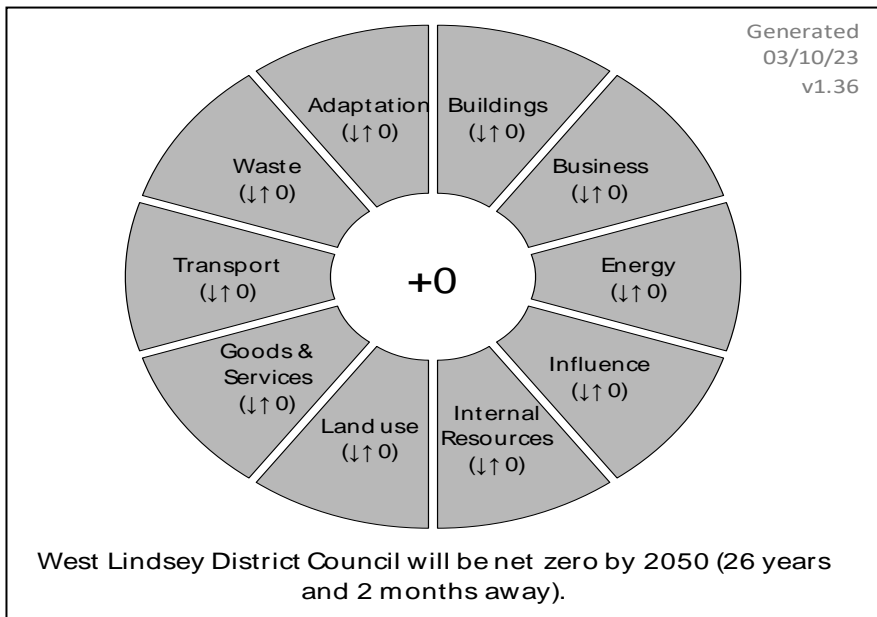
Fees and charges are kept under review throughout the year. If necessary, changes are identified during the financial year, these will be reported directly to the Corporate Policy and Resources Committee for approval as appropriate.

**Staffing** none arising because of this report.

**Equality and Diversity including Human Rights:** None arising as a result of this report.

**Data Protection Implications:** None arising as a result of this report.

**Climate Related Risks and Opportunities:**



Fees and charges assessments are departmental decisions governed by total cost recovery principals.

**Section 17 Crime and Disorder Considerations:**

Not Applicable

**Health Implications:**

Not Applicable

**Title and Location of any Background Papers used in the preparation of this report:**

[Report to Full Council 4 March 2024 \(exec Business Plan, MTFP, Budget, Capital Programme\)](#)  
[Appendix 3 to the above report](#)

**Risk Assessment:**

There is a risk that an increase in fees and charges may impact on the usage of the service resulting in budget pressure.

**Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e., is the report exempt from being called in due to urgency (in consultation with C&I chairperson)

**Yes**

**No**

**X**

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

**Yes**

**No**

**x**

## **1 Introduction**

- 1.1 This report sets out an amendment to agreed fees and charges for 2024/2025.
- 1.2 The Council has in place a corporate Fees, Charges and Concessions Policy which aims to provide clear guidance on several areas. In particular this focuses on how fees and charges can assist in the achievement of Corporate Objectives, the setting of new charges and reviewing of existing charges, the Council's approach to cost recovery and income generation from fees and charges, and eligibility for concessions.
- 1.3 It is recognised that full cost recovery will be the customary approach, although this will not be appropriate in all circumstances and the amount charged will need to reflect many factors including Council objectives, market conditions, the cost of collection and the potential impact on customers.
- 1.4 Work has been undertaken to bring these fees and charges in line with this policy, through reviewing existing fees and charges and considering the introduction of new charges for Council services, to recover costs and control demand.

## **2 Fees and Charges Policy and Process**

- 2.1 A review of fees for 2024/2025 was undertaken through a robust exercise including determining total service cost, determining a pricing level to ensure full cost recovery, then considering benchmarking data and market conditions to determine an appropriate charge.
- 2.2 Team Managers worked with their Finance Business Partner in undertaking this review and consulted with the Assistant Director and/or Director for each service area prior to submitting the final proposals for approval.
- 2.3 The review in the main considered the full cost recovery constraints. However, the process has been influenced to a degree by issues where the Council considers, through the benchmarking exercise, that the charge proposed is fair and reasonable for the service being provided.
- 2.4 The fees and charges set by Full Council in March 2024 are subject to continuous monitoring during the year either to implement changes during the year if required, or to feed into the following years Medium Term Financial Plan.

## **3 Fees and Charges Amendment and Review**

- 3.1 At the meeting of Full Council in March 2024 a revised fee was approved to encourage the organisation of larger numbers of market stalls at

Gainsborough Market on a Tuesday and a Saturday. This was a new and untested initiative and was introduced on 30 March 2024 when the weekly Saturday antiques market was launched.

- 3.2 The Market was subject to a comprehensive review and future delivery options were considered by the Council's Prosperous Communities Committee last year and an approved three-year Action Plan is now in delivery. A task-and-finish Member Markets Working Group has been established with a view to further developing the markets offer.
- 3.3 Since 30 March 2024, the antiques market has traded each Saturday. The market has generated between 19 and 26 additional stalls and brought significant additional footfall to Gainsborough Town Centre each Saturday.
- 3.4 It is acknowledged that there is a benefit to all businesses in the town centre of the antiques market through increased footfall, and a request was made by the antiques market organisers to review the minimum level of stalls that the £7.50 discounted stall price be applied. The market is in its early stages of establishment and the market has not reached the minimum stall numbers of more than 25 to obtain the discounted rate to date.
- 3.5 A review of the costs has taken place and there will be no significant impact to extend the trading discount from more than 25 stalls to 20 or more stalls whilst the antiques market is developing during 2024/25 with a further review to take place after the season has ended in October 2024. It is anticipated that whilst the market is growing the maximum additional cost to the Council of increasing the discount level is  $4 * (£10 - £7.50) = £10$  per week. Based on recent levels of trading it is likely to actually have an impact of approximately £20 per month based on current stall usage and larger numbers of stall bookings when the monthly farmers market takes place.
- 3.6 The decision taken by Full Council to approve the fees and charges as presented on 4 March 2024 can be found as resolution (g) in minute number 71: Executive Business Plan 2024/25 - 2026/27, Medium Term Financial Plan 2024/25 - 2028/29, Council Tax and Revenue Budget 2024/25 and Capital Programme 2024/25 - 2028/29. This resolution states:

“the level of fees and charges for 2024/25 as detailed at Appendix 3 be approved;”

Contained within appendix 3 is the fee line detailing “discount for market traders bringing more than 25 stalls to Gainsborough market on either a Tuesday or Saturday: £7.50
- 3.7 It should be noted that the decision required by the Corporate Policy and Resources Committee at this time is being requested within a six-month period of the original Full Council decision. However, resolution (n) of the same item details that:

“Corporate Policy and Resources committee be delegated to approve any changes to existing Fees and Charge required during the year, after the budget has been set.”

3.8 For this reason, the Corporate Policy and Resources Committee at this time is being asked to:

acknowledge the resolution of Full Council on 4 March 2024 (resolution (g) within minute number 71) to approve the fees and charges presented at that time; and

approve a revised fee (within Markets) of £7.50 where a market trader brings 20 or more stalls to the Gainsborough market on either a Tuesday or Saturday, replacing the fee previously approved.