

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

---

meeting date: THURSDAY, 6<sup>TH</sup> JUNE 2024  
title: UK SHARED PROSPERITY FUND- CLITHEROE MARKET  
submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING  
principal author: NICOLA HOPKINS – DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

## 1 PURPOSE

1.1 To seek an endorsement from Committee in respect of moving forward with the Clitheroe Market Improvements.

1.2 Relevance to the Council's ambitions and priorities:

- Community Ambitions-
  - To sustain a strong and prosperous Ribble Valley
  - To help make people's lives safer and healthier.
- Corporate Objectives –
  - To work with our partners to ensure that the infrastructure in the Ribble Valley is improved.
  - To promote stronger, more confident, and more active communities throughout the borough

## 2 BACKGROUND

2.1 On 13th April 2022 the UK Shared Prosperity Fund (UKSPF) was launched by the Department for Levelling Up, Housing & Communities. It provides £2.6 billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the Fund via a funding formula rather than a competition. Ribble Valley's conditional allocation is £1,967,754 over the three-year funding period.

2.2 Originally Policy and Finance Committee agreed (28<sup>th</sup> March 2023) to utilise £100,000 of the Council's 2023/24 funding allocation to undertake improvements to Clitheroe Market as follows:

### ***Clitheroe Market Improvements***

- Remove all metal stall units from the site (after the 2023 food festival)
- Resurface the bull ring area to make the area more visually attractive and usable for pop up events.
- Introduce additional central fixed trading units (this would include an extension of the power and water supplies to these units)
- Introduce power supplies throughout remaining Bull Ring Area to support casual trading and events.
- Introduce a modern canopy structure to define a new covered central space.
- Instruct officers to consider options for wind mitigation measures (which will be linked to the above canopy structure to ensure such a structure would not exacerbate any issues at this site).

2.3 Given the value of the project this scheme, which was approved by Policy and Finance Committee below, was subject to a formal tender exercise.

7<sup>th</sup> November 2023 Policy and Finance Committee resolution

*Authorise the Director of Economic Development and Planning working with the Head of Engineering to invite tenders for the market improvements works.*

*Agree that option 2 should be included within the tender pack.*

*Remove the central canopy area from the scheme at this stage with further options to be considered by the Working Group.*

2.4 A formal tender exercise was undertaken and whilst 2 tenders were submitted both significantly exceeded the available budget. This was reported back to the UKSPF Working Group who, following consideration of a way forward, recommended exploration of a refurbishment model using matching flags to replace tarmac, with a gradual repairing scheme to replace rotten wood and clean/jetwash areas, which would cause minimal disruption.

2.5 Officers undertook this exercise. The report to Policy and Finance Committee on 9th April 2024 recommended that the market UKSPF allocation is increased to £150,000 to enable the following improvements works to be delivered:

- Improvements to the surfacing including new paving stones to replace tarmac.
- LED Lighting to stalls
- Replace / repair lighting to open stalls.
- Replace existing roof panels, gutters, and back panels.
- Replace the existing tabletops with solid grade laminate panels.
- Paint existing lighting.
- Chemical steam cleaning of Market toilet / office building

2.6 Policy and Finance Committee agreed to increase the budget and directed the Director of Economic Development and Planning to procure the improvement works to the market to be undertaken following the food festival.

### **3 UPDATE**

3.1 Further work has been undertaken on the refurbishment work including a further review of the damaged paving slabs and various materials present in the bullring. Committee should be aware that when the bullring area of the market was constructed, it was not designed to accommodate vehicles and has a sand base. This results in the paving slabs being more susceptible to damage when overran by vehicles. Although attempts have been made to reduce vehicle movements on the pedestrian areas of the market historically, including the erection of bollards, vehicles continue to access the market.

3.2 This fact has been further considered when assessing the work required to the surfacing of the bullring area and a revised suggestion has been considered as follows:

- Take up existing stone flags for re-use.
- Take up existing stone setts for disposal.
- Take up existing tarmac for disposal.
- Resin Bound paving.
- 4 no. Hartecast Seats
- 5 no. Hartcaste bins.
- LED Lighting to stalls
- Replace existing roof panels, gutters and back panels.
- Replace the existing tabletops with solid grade laminate panels.
- Paint existing lighting.
- Chemical steam cleaning of Market toilet / office building/ cabins
- New Windows to Market Office Building

3.3 The main change is rather than repair the flagstones within the bullring area these will be replaced with a resin bound paving solution. The existing stone flags will be retained and

replaced in areas where they have been removed to form the 'outer' ring of the bullring and the 'inner' ring will be a resin bound solution as detailed at Appendix 1.

3.4 Further towards the market car park the tarmac patched areas will be removed and replaced by flag stones sourced from the bullring area. Additionally, one of the casual stalls will be relocated on the edge of the bullring to form more of a circular format of stalls.

3.5 These details will be shared with the market traders on Thursday 6<sup>th</sup> June with their opinions sought on the best timings to undertake these works to reduce disruption to the traders. The minutes of the last traders meeting are attached at Appendix 2.

3.6 Thereafter the above suggestions, along with feedback from the market traders, will be shared with Policy and Finance Committee on 18<sup>th</sup> June. Members of Health and Housing Committee are asked to endorse the above suggestions to Policy and Finance Committee.

3.7 The financial impact of changing the paving slabs to a resin bound solution as opposed to simply replacing the areas of tarmac patching is an additional £100,000 in addition to the already agreed £150,000. A request will be taken to Policy and Finance Committee on 18<sup>th</sup> June to increase the UKSPF allocation for the market improvements to £250,000.

#### **4 RISK ASSESSMENT**

4.1 The approval of this report may have the following implications:

- Resources – the 2024/25 UKSPF allocation has been yet to be received however it is expected in full in July. The agreed UKSPF allocation to Clitheroe market will need to be increased to facilitate the suggested resin bound surfacing treatment which will be considered by Policy and Finance Committee on 18<sup>th</sup> June 2024.
- Technical, Environmental and Legal – Procurement will be in accordance with the Public Contract Regulations and the Council's Contract Procedure Rules. It should be noted that due to the sand base not being suitable for vehicles, it is likely that damage to paving will occur if vehicles continue to drive on the market area.
- Political - N/A
- Reputation – N/A
- Equality and Diversity – Members have chosen to spend the majority of the UKSPF on the communities and place priority by enhancing community facilities and ensuring access for all. It is considered that the projects identified above meet our Public Sector Equality duties.

#### **5 RECOMMENDED THAT COMMITTEE**

5.1 Endorse the suggested improvement works to the bullring area of Clitheroe market set out above to Policy and Finance Committee on 18<sup>th</sup> June 2024.

NICOLA HOPKINS  
DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

# Appendix 1- Proposed layout



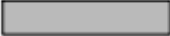
## Appendix 1- Proposed layout


works.


### LEGEND


LC 1 - 21 Lighting Column to be wire-brushed and re-painted

FP 1 - 2 Feeder Pillar


 Take up and dispose of existing tarmac and subgrade to a depth of 225mm and replace with compacted Type 1 sub base, compacted grit sand, and reclaimed elemental paving


 Refurbish existing temporary market stalls with new corrugated, galvanised steel, sheeting to the roof, back and gable ends in anthracite grey (RAL 7016). Replace all guttering and downspouts. Replace all existing lighting with LED lighting. Replace table tops with solid grade laminate panels.


 Take up existing ACO drain covers, clean out drain and re-position covers.

 Take up and dispose of existing drainage channel and make good

 Provide and install Marshall Conservation X Channels

 Existing stone flags to remain with reclaimed stone to match to form repairs.

 20mm Resin- bound aggregate finish on 45mm, 20mm dense base course to BS 4987 Part 1 with 150 pen bitumen binder, 400m<sup>2</sup>.

 Take up existing bin and dispose, replace with Hartecast bin as per detail

**Minutes from Market Traders Meeting**  
**14<sup>th</sup> March 2024**

**Market Improvements**

- Advised that the tenders received were far in excess of the available budget and would result in a lot of disruption to the market during the works. Advised that the Working Group requested that officers consider:
  - Replacing the areas of patched tarmac with paving stones
  - Refurbishing the existing casual stalls
  - Replacing the existing casual stalls like for like
- Quotes are being sought for this work and will be reported to P&F Committee hopefully on 9<sup>th</sup> April- Members will decide what improvements to proceed with
- Traders queried whether if the replacement stalls were chosen would they be in the same location. NH confirmed that she envisaged the bull ring stalls following the same location however the ones in the middle may be reconfigured to make them more uniform.

**Issues identified by Traders (previous meeting)**

<b>Issue</b>	<b>Follow up to Action</b>
The Christmas lights were removed for the food festival and not reinstated	Not sure why they would have been removed for the food festival however this will be looked into
Lack of communication- not all the traders were given the leaflets produced by the Chamber and the traders were unaware of the event	NH e-mailed all traders on 7 <sup>th</sup> November to advise them of the light switch on date and that Dave would ascertain which traders would be in attendance.  Will look at more promotional leaflets for whatever is done next year.
Hot water and warm hand dryers in toilets	AD to report
Electrical issues	This has been reported to operations team
The old doors are still stacked and cause a hazard	AD to action
Queried how new cabins are allocated when they become vacant.	The waiting list was removed by Committee, and it was agreed that Officers would determine who would secure the next cabin which became available whilst a scoring system was devised. A draft scoring system has been produced and was the basis of selecting the new trader for the current vacant cabin (due to the number of EOIs received)- this will be taken to Health and Housing Committee in the new year to confirm that they are happy with the suggested scoring system  AD to look into specific issue raised with the scoring which has just occurred.  Unsuccessful applicants will be advised in due course.

**Issues identified by Traders**

Appendix 2- Meeting minutes

Issue	Follow up to Action
Marketing the vacant casual stalls as it is very quiet currently mainly because of the weather	An online booking system has been considered however not pursued to date due to potential changes. Once a decision on the improvements has been made this can be explored more.  This would then enable more marketing of these stalls
Could incentives be offered to new traders- ie a reduced rate for a number of weeks to encourage them to come and stay	This would need to be considered at fee and charges setting part of the year which has just been set. There would also need to be assurances that the traders would continue to attend.
Would it be possible for traders to block book casual stalls- the traders that come regularly and always have the same stalls	This could be considered along with the payment options particularly in the event the trader does not attend
Is there any grants offered for casual traders who may request a permeant cabin	Unfortunately not
Do the Council offer permits for our short stay car parks as some of the traders who have vans cannot access the long stay car parks with the height restrictive barriers	Currently we only offer permits for our long stay car parks- would need to be considered at fees and charges stage of the year
Still the issue with no hot water, soap or toilet roll in the toilets	NH to raise with AD
Heard rumours that part of the market car park will be used for the compound associated with the Castle Street works	The location of the compounds is yet to be decided however NH will update the traders when we have firm dates, timings and info  There was an intention to hold a public engagement session in the council chamber
Issue with the points system introduced for the filling the vacant cabins in that like for like businesses are awarded high points which means that people are not buying the business, waiting for the cabin to be vacated and then applying for the cabin.	NH to raise with AD
What is happening with the traders who have now 4 times caused excessive disruption by arguing on the market- each time the police have been called- on the third time they said if it happened again they would be arrested but they weren't	Both traders have been contacted and informed that if it happens again the Council were end their trading agreements
Why were the recent vacated cabins empty for so long?	There were some delays to the occupation of the cabins recently for the following reason:  Repairs were needed to cabin 17/18 before the trader could commence their internal fit out  Personal reasons delayed the occupation of

Appendix 2- Meeting minutes

	cabins 15/16  Cabin 26 required some renovation by the traders prior to occupation
--	--

**AOB**

N/A

**Next meeting 13<sup>th</sup> June 2024**