

DOWNHAM MARKET TOWN COUNCIL

MINUTES OF THE BUSINESS AND TOURISM COMMITTEE

TUESDAY 29 October 2024 6pm

In the Town Hall, Bridge Street, Downham Market, PE38 9DW

	<p>Present Cllrs Leivers, Wiles, Hobbs, Buxton (joined at item 10)</p> <p>Cllr Daymond was also in attendance</p> <p>Tina Griffin, Deputy Clerk</p> <p><i>Members were reminded of the emergency exits/muster point and asked to turn mobile phones to silent</i></p>
No	Item
1	<p>To receive Members' apologies for absence No apologies were received. Cllr B Moyses. Cllr S Moyses and Cllr Dickson did not attend.</p>
2	<p>To receive Members' Declarations of Interest None</p>
3	<p>To approve the minutes of the previous meeting of the committee held on 27 August 2024</p> <p>Proposed: Cllr Wiles Seconded Cllr Hobbs All in favour 'That the minutes of the previous meeting of the committee held on 27 August 2024 are approved.'</p>
4	<p>Public Participation – 15 minutes allowed There were no members of the public in attendance</p>
5	<p>To review the joint KLWNBC-DMTC business meeting held on 18 September 2024 and agree actions.</p> <p>Cllrs wished to thank the business owners who attended for their participation and enthusiasm. They reviewed the ideas generated and agreed to bring this item back to the next meeting having identified their individual priorities from the list, for review and agreement.</p>
6	<p>To update on potential 'Heritage Open Day' in 2025 It was reported that an initial meeting had taken place with volunteers from Discover Downham and they had subsequently been awarded £2000 grant from the Love Your Market Town fund to help support the project.</p>

	<p>It was agreed that a Heritage Open day would attract residents and visitors alike and would promote the town to a wider audience. An email sent by the Deputy Clerk on 16.10.24 asking if Cllrs had any objection to the project had received only positive responses.</p> <p>Proposed Cllr Hobbs Seconded Cllr Wiles All in favour ‘That the Town Council help organise a Heritage Open Day as a joint project with Discover Downham for Sunday 21 September 2025. A budget request of £500 to be made alongside staff time and free use of the Town Hall.’</p>
7	<p>To update on coach parking places and agree any actions</p> <p>The Deputy Clerk reported that the Borough Council had confirmed that there are no waiting restrictions on the coach parking places at the top of Priory Rd. Members were pleased that this is the case and would now like to promote this to coach tour companies.</p> <p>It was agreed that this could be raised with the Borough Tourism Officer as it is thought he has a list of coach tour companies and their contact details.</p>
8	<p>Consider Town Guide proposal and agree actions</p> <p>Cllrs considered the information provided by Countrywide Publications, and agreed that if it is indeed free of charge, with only editorial input from the Council, that this would benefit the town.</p> <p>Proposed Cllr Leivers Seconded Cllr Wiles All in favour ‘That the Deputy Clerk explore the offer further and go ahead if there are no budget implications.’</p>
9	<p>To note the response from the Environment Agency – Denver Sluice</p> <p>The email response had been previously circulated and Cllrs welcomed the ideas for developing the site into a visitor attraction. It was recognised that the plans are long term and that benefits for the town could be far into the future, however it was agreed to engage with any consultations or information meetings that may be arranged.</p>
10	<p>To update on signage audit and discuss options for the Information Point at The Hollies</p> <p>Signage survey</p> <p>The Deputy Clerk reported that she had spoken to the group who carried out the Hunstanton signage survey but they declined to take the task on. Other enquiries through the Borough Council had not provided any suggestions either. The survey had however been carried out by the temporary Administrative Assistant as part of his employment, and he had produced a report, the first draft of which was shared with Cllrs at the meeting. The report was welcomed by Cllrs and they agreed this would form the basis of phased improvements.</p> <p>It was agreed that signage be a standing item on future agendas, and the report circulated to all Cllrs as background to a bid for £3000 budget allocation in 2025-6. A discussion with the Borough Tourism Officer may also help support the improvement work to the ‘finger posts’.</p>

