KEYNSHAM FARMERS MARKET GRANT 2020-2021

1.0 Background

The Town Council agreed a grant award of £700 to be paid to Keynsham Farmers Market for the 2020/2021 financial year as part of the approved budget at its meeting on 14th January 2020.

1.1. The grant is primarily towards expenses incurred in advertising the market and in providing entertainment.

1.2. Owing to COVID19, the Farmers Market has been unable to be held during the lockdown.

1.3. Now that the lockdown has been eased and outdoor markets permitted, the farmers market held its first one in Keynsham on Saturday July 11th and is planning to continue holding them at its normal time on the second Saturday in the month, unless lockdown restrictions are re-implemented.

1.4. Obviously, in order to implement COVID-safe arrangements of any activities and services that are permitted to open as lockdown eases, organisations are obliged to put in place extra measures for social distancing/sanitisation etc.

1.5. The Town Clerk has been contacted by Somerset Farmers Market about the grant as follows:

1.6. The market is starting again on July 11th and I've just unwittingly spent some of the grant already for an advert in the Keynsham Voice and bollards and sanitizer etc for the re-launch. Then my treasurer contacted me to let me know we hadn't in fact received it...so you can see we are desperate!
If you are worried about the impact of a second lockdown would you consider releasing £350 now and then the rest in a few months?
I've worked closely with Banes Senior EHO and our plans and risk assessment are attached
(Clerk's note – detailed in Appendix 1)

RECOMMENDATIONS

To consider whether to award/pay the full amount of the grant (£700) this year or whether to agree a pro-rata payment.

APPENDIX 1 PLANS AND RISK ASSESSMENT

Somerset Farmers Markets – We are re-opening our markets safely

The time has come for us to re-open our markets and return to local communities. This will enable us to support local farmers and producers, provide a vital service to customers and aid the local economy. From Saturday 4th July some traders will return to our markets, providing they are able to meet the government's guidelines to protect their workers and customers. SFM is working closing with producers to provide advice and support that helps them operate safely. We need traders and the public to continue to support the government's advice to help keep the community safe when visiting our markets.

SFM responsibilities include:
Each of our venues will have a new layout which allows for 2 metres social distancing between traders.

Spaces between canopies will be blocked off with barriers/cones/roped off.
We will define the number of customers that can be at the market whilst following 2m social distancing and limit access to a safe number.
We will provide space for queues to form at stalls with safe distancing.
Customers will be encouraged to shop in a one-way system and queue safely at busy stalls.
We will have limited entry/exit points at each market which will be supervised by a dedicated person.

Customers will be encouraged to use hand sanitiser which will be made available on entry.
Our canopy poles will be sanitised with anti-viral disinfectant before traders set up.
Clear signage on social distancing and hygiene will be displayed to people on arrival.
Customers will be encouraged to shop alone where possible.
Customers accompanied by children will be reminded they are responsible for supervising them at all times and should follow social distancing guidelines.
We will provide written or spoken communication of the latest guidelines to all workers at the market.

Trader Responsibilities include:
You must read the Governments latest guidance for food businesses
https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19

Submit a risk assessment and insurance documents 7 days before trading with SFM.
Increase the frequency of handwashing / hand sanitising and surface cleaning and wear disposable gloves to limit contact where possible.
We recommended traders wear face coverings.
Remind customers of the need to social distance and where to queue safely and to keep to the one-way system.

All food must be served behind a Perspex sneeze guard or is covered or pre-packaged.
No tasters offered or touching of food allowed.
Encourage customers to avoid touching products whilst browsing.
Any Street food must be sold as takeaway.

We encourage traders to offer contactless payment as an option.
Card machines should be cleaned regularly with anti-bacterial wipe/spray.
Considering the option for pre-ordering and pre-paying of goods to collect at the market could also be an option.

Customer Responsibilities include:
Stay 2 metres away from other people where possible.
If you cannot social distance a face covering is recommended.
Wash your hands on a regular basis or use hand sanitiser when facilities are not available.
Do not visit the market if you feel unwell, have a high temperature, a continuous cough or a loss to your sense of taste and smell.

Keynsham Risk Assessment
Activity- Collision/access blocked during setup/dismantle Control measure- canopies erected before traders arrive and dismantled after they depart. Traders unload on the designated loading bay and re-park their cars immediately after unloading only approx. 6/7cars at a time will park in the unloading bay, a rota will be implemented for the end of the market.. Risk - moderate. Responsibility – canopy contractors/day manager/all to be alert to potential hazards.
Activity- Electricity cables causing a trip hazard. Control measure - those requiring electricity will be positioned next to the electricity point to avoid cables being exposed. Risk – small Responsibility – day manager and traders
Activity- Fire hazard from stalls cooking food Control measure - stallholders must have appropriate fire extinguisher or fire blanket. Risk - small Responsibility – day manager and traders.
Activity – Food poisoning risk Control measures - stallholders are vetted by SFM for public liability insurance and are subject to food hygiene legislation, including being registered as food businesses with the local Environmental Health Department. Market duration is limited to 4 hours. Meat stalls have priority for shade and electricity is prioritised for food cooling. Risk - small Responsibility – stallholders are responsible for food hygiene and the safety of their produce.
Activity – Electric shock risk Control measure - stallholders to have RCD trips on electricity supplies; equipment and cables must be tested annually. Cables protected by rubber matting. Risk – small Responsibility – day manager and traders
Activity - Waste generated by stalls causing hygiene/obstruction risk. Control measure - stallholders to remove all waste after the event rather than using public bins. Day manager to carry out final inspection of site. Risk – small Responsibility - all stallholders responsible for their own waste.
Activity - Injury to public attending event. First aid kit available from day manager. Risk - small Responsibility – day manager
Activity - Severe weather Market location susceptible to rain and high winds. Control measure - two weights must be available for each canopy in the event of high winds. The market will close if necessary in line with the severe weather protocol Risk - moderate. Responsibility - canopy contractor/day manager
Activity - Lost children Control measure - designated lost children officer is the day manager who will notify the police if the parents do not return within 30 minutes. Risk - small Responsibility – day manager