

Deal Town Council – Wednesday Market Rules from 2015

These Market Rules and regulations govern the use of the Market by Traders. Any Trader who contravenes the Wednesday Market Rules will be refused permission to pitch a stall in the Market.

Set up details and timings.

1. The setting up hours during which stalls may be erected or dismantled shall be: 08.00 – 09.00 and 13.00 – 14.00.
2. Trading hours during which the Market will be open for trading shall be: 09.00 – 14.00.
3. Toilet facilities are provided. The key is available from the Market Officer.
4. Smoking at the stall is strictly prohibited.

Payment details.

1. The Market Officer will collect the rent and stallholders will be given a receipt signed by the Market Officer.
2. Refunds may only be given at the discretion of the Town Clerk.

Stall allocation.

1. A pitch will be made available to Regular Traders if paid for a week in advance from 1st March – 30th September and payment is non-refundable).
2. If a Regular Trader is going to arrive after 08.30 they must telephone the Market Officer on 07909024694 by 08.00 so that their space can be reserved. The pitch will be re-let for the day from 09.00 if late arrival has not been advised. No refunds will be issued.
3. Casual Traders will only be allocated a pitch if a pitch is vacant at 09.00.
4. There can be no guarantee that a pitch will be available or, if one is vacant, that it will be offered to a Casual Trader.
5. The Market Officer will allocate location of stalls on the day, their decision is final.
6. Traders cannot sub-let their pitches.
7. Deal Town Council have agreed to open completion in relation to the stalls that will be trading in the Undercroft at the Market Officer's discretion.

Health and Safety.

1. All stallholders must comply with current Trading Standards and Environmental Health requirements and agree to comply with recommendations made by Environmental Health Officers as to food processing, storage, handling and display.
2. Traders must comply with Health & Safety at Work Legislation (1974) and Deal Town Council's Environmental, Health and Safety Policy Statement (available from the Market Officer).
3. Traders must work in a safe way and take all reasonable steps to minimise the risk from potential hazards.
4. All parties must comply with the Equality & Diversity Policy (which is available from the Market Officer).
5. Stallholders must report accidents and injuries to the Market Officer.

Insurance requirements.

1. Traders must have valid Public Liability Insurance and provide a copy to the Market Officer before they start trading.
2. Deal Town Council are not responsible for any losses or damages incurred by traders.
3. It is the stallholder's responsibility to obtain a street trading license from DDC if they are displaying goods/products on highways/pathways.
4. Catering staff must have the appropriate certificates in Food Hygiene and be registered with their local Environmental Health organisation.
5. If claiming to sell certified products, for example 'organic', it is the stallholder's responsibility to display a copy of the certification and supporting documents at their stall.

General Conditions.

1. The Market shall be held on every Wednesday in the Undercroft, but may be subject to change during the Christmas period.
2. Tables will be provided by Deal Town Council, **traders cannot bring their own tables, but must provide their own chairs.**
3. The Market Officer's decision is final in all matters and they can remove any trader at their discretion.
4. Traders must only sell goods or services for which they have permission. Deal Town Council do not allow the sales of guns, crossbows, axes, swords or knives. The sale of pets, fireworks and counterfeit goods is illegal.
5. Eligible groups and societies can have a stall (if available), providing that they meet certain criteria. (See Market Officer for criteria).
6. The Market Officer can alter the layout of the market at their discretion, and this also **includes the rotation of trader's pitches on a weekly basis if necessary.**
7. Deal Town Council will provide table cloths that all traders must use.
8. The Market Officer may also close the Market in the case of danger or emergency. The decision of the Market Officer as to what constitutes danger or emergency shall be final. In the event of such action Deal Town Council shall not be liable for any loss sustained by the Trader directly or indirectly.
9. The Council reserves the right at any time and from time to time amend, alter, omit from, add to, vary, replace, revoke or extend these Market Rules and Regulations in such a manner or to such extent as it shall in its absolute discretion think fit, and upon written notice of any such change in these Market Rules and Regulations being given by the Council to each person, firm, company or body to which a market site has been allocated. The Market Rules and Regulations, as so changed, shall be binding upon such persons, firms, companies and bodies forthwith.

Wednesday Fees.

- Large Table (6ft) £9.00 from the 1st March 2015 – 30th September, then £4.50 from the 1st October – 28th February
- Small Table (4ft) £6.80 from the 1st March 2015 – 30th September, then £3.40 from the 1st October – 28th February

Status of Traders.

Regular Trader.

A regular trader is one who attended and paid fees for 4 consecutive weeks. Regular traders are able to reserve and pay for their pitch one week in advance. If a trader has paid for the pitch and cannot make it for whatever reason, **they will forfeit the fee for that pitch, it will not be carried forward.**

Casual Trader.

Casual traders have no automatic right to a pitch. The Market Officer will operate a written rota of Casual traders. The order on which casual traders are placed on this list can be altered at any time, if in the opinion of the Market Officer it would be of benefit to the Market. The Market Officer’s decision shall be final.

Wednesday Market parking and vehicle access.

Six parking permits are available on a first come, first serve basis at a cost of £2.00 per market day for the Town Hall car park. (Permits cannot be reserved in advance). The permits must be returned to the Market Officer at the end of the trading day. It is the trader’s responsibility to secure a parking space before obtaining a permit, as parking spaces are not guaranteed.

I, the undersigned, declare that I agree with and will comply with the rules of the Wednesday Market Rules and Regulations as provided by Deal Town Council.

Signed..... PrintName.....

Date.....

Deal Town Council cares to ensure the security of personal data. This is done through appropriate technical measures and relevant policies. Data is kept for the purpose it was collected for and only for as long as is necessary. (See our Privacy Notice & Retention Policy online at: www.deal.gov.uk for further information)