

# Appleby Saturday Market Rules of the Market



## Market Site and Trading Hours

The market is held Market Square. Additional pitches available at the discretion of the Market Attendant. The trading hours are from 9am – 5pm every Saturday.

## Trading Conditions

1. Traders will be responsible for supplying and erecting their own stall in the pitch allocated to them by the Market Attendant, prior to the market. Stallholders should ensure that their equipment is secure and will not create a hazard to shoppers or vehicles on the highway surrounding the market site.
2. No stall equipment is permitted outside the designated market.
3. Stallholders are required to occupy their pitch by 9am on market day. Failure to claim the pitch by 9am may result in the temporary allocation of the pitch to another trader for that day.
4. On Saturdays, a Traffic Regulation Order is in place for Market Square, to prevent parking on the site and the Council's Market Attendant will endeavour to keep the market free from parked vehicles during the trading hours. The Council is unable to instigate removal of the vehicle.
5. If a vehicle is obstructing a pitch, arrangements will be made to accommodate the stallholder elsewhere on the site. If the stallholder has to reduce the size of the stall because of the obstructing vehicle, a rental reduction for that day may be offered.
6. The Council will endeavour to maintain a realistic and varied balance of suitable goods on the market and will where necessary restrict the duplication of certain lines.
7. Any change of goods being offered for sale by traders, will be subject to approval by the Council.
8. Stallholders are required to complete a market registration form when first attending the market and on an annual basis, signing that they agree to the conditions of the market. Details may be shared with other authorised bodies such as the Inland Revenue, the Police, Trading Standards and Environmental Health.
9. Details of stallholders selling food are relayed to the Council's Environmental Health Officers, who will visit the market on a regular basis to check that stallholders are complying with current legislation. Stallholders not meeting the required standard will not be permitted to trade on the market.

10. Certain items such as medicines, flick knives, weapons, pirated CD's and DVD's and any counterfeit goods are prohibited for sale on the market. Traders attempting to sell these or other illegal items will be reported to the Police and/or Trading Standards Officers and the traders will not be permitted to sell on the market.

### **Conditions Relating to the Use of Pitches**

1. No trader shall assign, transfer or sub-let any pitch without previous approval of the Council.
2. A pitch will be reserved for a trader if they attend the market on a regular basis. If however, the pitch has been vacant for four weeks, unless the Council has been notified of the reason, the pitch may be allocated to another trader.
3. A pitch shall be of a length as agreed with the Council and a stall width shall not exceed 10' as measured from the most extreme front point, to the most extreme rear point of the stall.
4. Periodically the stall will be measured to ensure that the agree size is maintained.
5. Stallholders will not be permitted to place any goods outside the confines of their stall (unless agreed by the Council's representative) and must not obstruct the free flow of the public around the market site. An acceptable and safe aisle width needs to be maintained along the length of the market, to enable members of the public, especially wheelchairs users to manoeuvre without encountering any difficulty. A wide aisle also improves the overall appearance of the market and does not exclude other stallholders from view.

It should be stressed that the aim of the above condition is to enable the public to have safe and easy access to all pitches and trader's stall equipment and goods must not obstruct the public aisles or create a hazard.

### **Insurance**

All traders should ensure that they have appropriate public liability insurance and where necessary, employers liability insurance. Policy documents should be made available for inspection if required.

It should be noted that the Council cannot be held responsible for any damage to; or caused, by traders' equipment or goods and it is the responsibility of the trader to ensure that he/she is appropriately insured.

### **Pitch Fees**

1. Pitch rental fees will be set by the Council on an annual basis. Payment should be made by cheque payable to Eden District Council, either weekly or monthly on the second Tuesday of each month. A receipt will be issued for all payments.
2. All fees are required to be paid by the end of each month.

3. If a trader is absent and the fee has already been paid, the amount will be credited to the stallholder.
4. After consultation with the traders, if it is decided that the market cannot take place due to adverse weather or unusual conditions, the pitch rental already paid will be credited to the trader.

### **Allocation of Pitches**

Casual traders will be offered a temporary pitch where there is space available. A reserved pitch will be offered when the stallholder attends on a regular basis.

The Council reserves the right not to let a pitch even if it is vacant after due consultation with the trader to explain their reasons.

### **Traders' Vehicles and Parking**

- 1) Vehicles must be removed from the trading area before 10am and not return to the area before 4.30pm (beginning of April to end of October) and between 10am and 3.30pm in winter.
2. Traders must comply with the regulations relating to parking. Failure to do so will result in the vehicle being issued with a Penalty Charge Notice.
3. Whenever possible, traders must park their vehicles for unloading/loading in the immediate vicinity of their stalls and not inconvenience other traders.

### **Disposal of Refuse**

Traders are responsible for ensuring that all refuse is removed from their stall and the surrounding area prior to leaving the market.

### **Disputes Procedure**

Traders must comply with the market rules and the requests of the Council representative. If a trader feels there is a market problem which is unresolved, they should forward their complaint in writing to the Council, who will attempt to resolve the matter by consultation with the traders concerned.

The market rules are intended to assist in the smooth operation of the Market and are not intended to cover every eventuality.

The Council reserves the right to amend these conditions at any time.