



LANCASTER CITY CENTRE

CONDITIONS FOR STREET TRADING

1. The consent will only be granted to fit and proper persons (The City Council will require two references).
2. The consent will be for a specific use at the sole discretion of the Council. The Council will consult the City Centre Management Task Group. The Council will only approve uses, which it considers are not detrimental to the environment of the City Centre.
3. The consent will be for a term of 12 months from 1st August 2013 (subject to satisfactory references being received by this date) and will be for six days a week, excluding Sundays, between 9.00 a.m. and 5.00 p.m. All vehicles, other than the stall, barrow or cart used to trade from, should be removed from the pedestrianised zone by 9.30 a.m. and should not return before 5.00 p.m. The trader will be expected to be in regular attendance at the site.

Special arrangements will be made for Christmas late night shopping and other special events.

4. The consent will be for a specified pitch. The Council has designated seven pitches, including two for the sale of food and/or drink (either hot or cold food) and one for use for charitable / information purposes. The specific food pitches are on Cheapside and at Horseshoe Corner, pitch numbers 1 and 2 (see attached plan). Pitch 3, located on Penny Street, is for non food. Pitch 4, located in Market Square, is for charitable / information purposes. Pitches 5, 6 and 7, located at Market Square, New Street and Church Street, have no specific designated use. Uses will be allocated for these pitches dependant on applications received (either food or non food).
5. Pitch No. 4 is to be let on a weekly; first come, first served basis. It is to be available to registered charities, political parties and other non-commercial organisations. No organisation is to make block bookings for successive weeks. Maximum of fourteen days per annum, per organisation. This pitch is to be used for the distribution of information, or in the case of charities, street trading, only. No street collections are permitted unless a separate Street Collection Licence has been obtained. Charities with shops in the district are also eligible to use the charity pitch. The pitch to be free.
6. The design of any stall, barrow or cart must be approved by the Council and must be maintained to an acceptable standard. Details are set out in the Council's Code of Practice, which is attached.
7. The stall, barrow or cart must be attended at all times and removed at the end of each working day. The City Council may charge the Trader the costs involved in removing and storing the stall, barrow or cart. Vehicles may not be parked with any stall, barrow or cart.
8. Display of goods or advertisements on walls, traffic signs, street lighting columns or other items of street furniture shall be prohibited.

9. The trader should not operate in a fashion, which causes obstruction, nuisance annoyance or concern to adjoining property occupiers or the general public, for example excess noise, and fumes would be unacceptable. Electric generators shall not be used.
10. The trader will be required to clear any rubbish or packaging from the pitch on a daily basis and, where necessary, provide an adjacent rubbish bin. The surrounding area should be kept clean and tidy at all times.
11. The trader will indemnify Lancaster City Council against any claims associated with their occupation and will be required to carry appropriate insurance to cover this and shall produce a valid certificate at any time upon request.
12. The trader will be required to exhibit the authorised consent issued by the Council on the pitch at all times.
13. Any food and/or drinks outlet will be required to meet the standards of the Environmental Health Section of the Health and Housing Service, with attendants properly trained and clothed. Details are set out in the Council's Code of Practice.
14. The consent will be let on an annual basis following public advertisement, the trader paying in advance a £2,850 fee to the Council. The trader will be responsible for the payment of any rates, taxes or other outgoings in connection with the pitch.
15. The consent is not transferable and may not be automatically renewed each year.
16. The pitch location may be varied by the Council at any time throughout the period, for any reason; for example to accommodate any maintenance work, improvements or events within the city centre.
17. The conditions attached to the Consent may be reviewed or varied by the Council at any time.

LANCASTER CITY CENTRE

CONDITIONS FOR STREET TRADING

CODE OF PRACTICE FOR DESIGN OF STALLS AND STYLE OF DRESS

PURPOSE

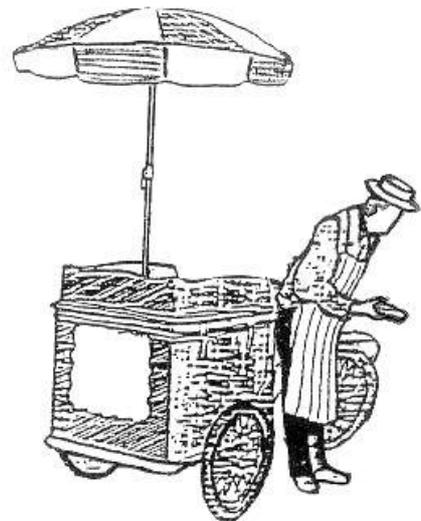
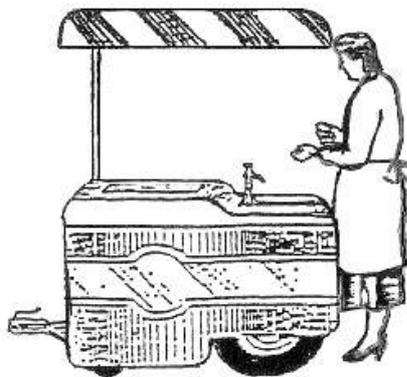
The Code is intended to set out criteria for the design of stall to be used on the consent pitches allocated to traders operating in the City and to indicate the standards of dress for operators which are acceptable. The Code of Practice is intended to enhance the visual appearance of the street scene in the areas where street trading is carried on, taking into account the surrounding buildings. At the same time, it must maintain appropriate standards of food hygiene and assist in maximising income for stallholders.

STALLS

1. Stalls should enhance the visual appearance of the street rather than detract from it by being constructed in suitable style and of appropriate materials. Examples of acceptable designs include:
 - a) Modern, simple, functional stalls with umbrella, canopies or striped awnings.
 - b) Traditional or 'period' type handcarts, barrows or tricycles.
 - c) The size is **not** to be more than 2 metres x 1.5 metres.

Examples of acceptable food stalls

2.



Advertising material should be limited to the name of the stalls, the type of product sold and a simple price list. Ad hoc pictures, advertiser's slogans, 'A' boards and untidy hand-written signs should not be used.

3. All food stalls must be constructed of materials that are smooth, impervious and capable of being easily and effectively cleaned and otherwise operated in accordance with the Food Hygiene (Market Stalls and Delivery Vehicles) Regulations. Examples of materials, which comply with this requirement, are stainless steel, laminated plastic and, in certain circumstances, gloss painted and varnished hardwood.

DRESS

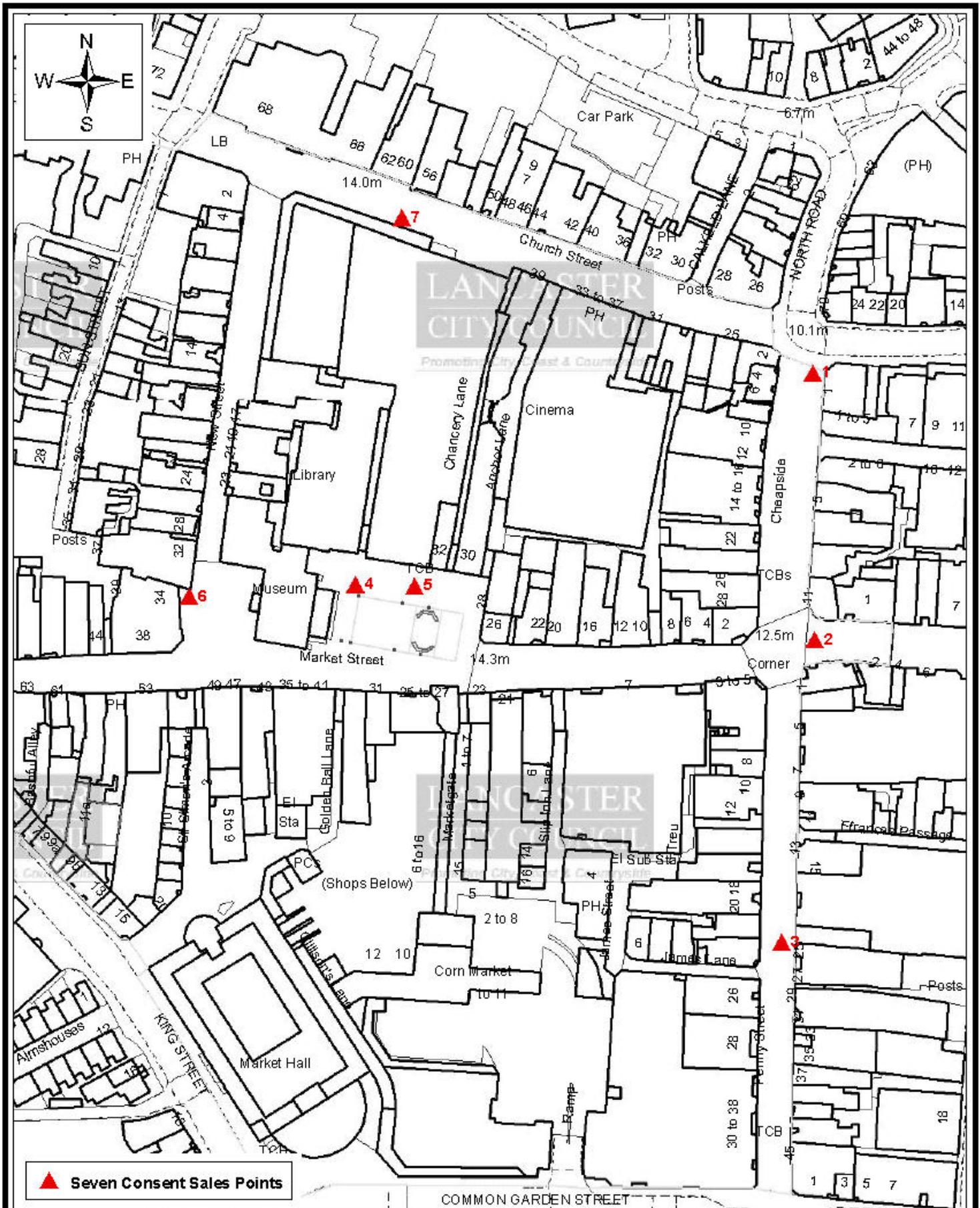
Overclothing should always be smart and clean. Operators of food stalls should ensure that sufficient changes of clothing are provided so as to enable them always to have overclothing which is clean. Personal cleanliness is also important and persons employed at food stalls are required to keep themselves clean.

ADVICE

It is recommended that persons intending to apply for a consent pitch should in the first instance contact the Senior Property Officer or Head of Environmental Services to discuss the nature of their intended trade and the proposed style of stall and dress. This should assist in preventing expenditure on stalls and equipment that would be unacceptable.

SUMMARY

The Code of Practice is intended to guide stallholders and applicants for consent of pitches as to the type of stall and dress which the Council is looking to promote as a means of regulating the street scene in the historic centre of the City. It is not necessarily intended to exclude any design that does not fall within the examples given. However, one of the considerations that the Council will have in the allocating pitches is whether applicants can demonstrate that their stalls and dress conform to the principles of the Code.



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