

Street Trading Policy

This policy was adopted by Cotswold District Council at the meeting of Council on 16 December 2014 and will be reviewed five years from that date unless previously amended.

Version: 18/12/14



COTSWOLD
DISTRICT COUNCIL

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Glossary

The Council - Cotswold District Council

District - The district of Cotswold District Council

Licensing Sub-Committee - The Sub-Committee established by the Council to determine applications for Street Trading Consent

The Applicant - The trader who has submitted an application for a Street Trading Consent

Consent holder - A person or Company to whom the consent to trade has been granted by the Council

Street trading - The selling, exposing or offering for sale of any article (including a living thing) in a street; and the supplying of or the offering to supply any service in a street

A street - Includes any road, footway, beach or other area to which the public have access without payment; and part of a street and a service area as defined in Section 329 of the Highways Act 1980

Representation - A comment made in response to an application

Licence street - A street in which street trading is prohibited without a licence granted by a district council (NB: there are currently no Licence Streets in the Council's District)

Consent street - A street in which street trading is prohibited without the consent of the council

Street Trading Consent - A permission to trade, which is granted by the council, pursuant to paragraph 7, Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 subject to conditions and the payment of a fee

A Roundsman - An individual who visits a 'round' of customers and delivers the orders of those customers, for example a milkman. A person operating an ice-cream van is not classed as a roundsman

A Pedlar - A pedlar is a trader who must:

- be 17 years and above
- travels and trades on foot carrying to sell or exposing for sale; procuring orders or selling or offering for sale; goods wares or merchandise
- keep moving, stopping only to serve customers at their request
- move from place to place and not circulate within the same area
- carry all goods for sale
- hold a valid pedlar's certificate, issued by a Chief Constable of Police

Authorised Officer - An Officer authorised by the Council to act in accordance of the provisions of the Local Government (Miscellaneous Provisions) Act 1982

Activities not requiring consent - Trading:

- as a pedlar under a Pedlar's Certificate
- at an established Charter or statutory market
- in a trunk road picnic area
- as a news vendor where only newspapers or periodicals are sold
- at a petrol filling station or shop
- at a premises used as a shop or in a street adjoining premises and as part of the business of the shop [e.g. street café]
- as a Roundsman (i.e. delivering pre-ordered goods to customers)
- from a licensed highway area
- under a Street Collection Permit for charitable purposes

1.0 The Policy

- 1.1 The powers to control street trading within the Council's area are contained in Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982, 'the Act', which has been adopted by the Council. Under Schedule 4 of the Act the Council can manage street trading by designating streets as 'consent streets', 'licence streets' or 'prohibited streets'. The Council has adopted powers in the Local Government (Miscellaneous Provisions) Act 1982 to regulate street trading through a Street Trading Consent scheme.
- 1.2 This policy sets out the framework for the management of street trading in the area of Cotswold District Council.
- 1.3 The Council recognises the valuable contribution that street trading can make to the local culture and economy and the services that street traders provide to residents and visitors.
- 1.4 The Council is committed to improving the support provided to small businesses, ensuring there is no unnecessary burden placed on them and they are provided with sufficient guidance and advice.
- 1.5 This document sets out the street trading objectives the Council will use when they consider applications for Street Trading Consents. It sets out the Council's general expectations to how an application for street trading is determined.
- 1.6 The policy supports the Council's commitment to work in partnership with other agencies, and avoiding duplication with other statutory controls.
- 1.7 In determining this policy, the Council has consulted the following:
 - Gloucestershire Constabulary
 - Gloucestershire Fire and Rescue Service
 - Gloucestershire County Council Highways
 - Gloucestershire County Council Trading Standards
 - Parish and Town Councils
 - Parish Meetings
 - Current street traders
- 1.8 In addition the Council's regulatory and enforcement services have been consulted. These include:
 - Development Services
 - Environmental Services
 - Economic Development
 - Leisure and Communities
 - Legal and Property Services
- 1.9 This policy will be reviewed every five years. If required, periodic updates may be undertaken following the consultation process.

2 Legislation

2.1 The Act sets out a number of definitions and provisions.

‘Street Trading’ is defined as the selling or exposing or offering for sale of any article (including a living thing) in a street. The Act makes certain activities exempt from the requirement to hold a Street Trading Consent. The exempt activities are:

- (a) Trading as a Pedlar under the authority of a Pedlar’s Certificate granted under the Pedlars Act 1871.
- (b) Any trade in a market or fair held under a charter which has been granted or established by statute. This exemption does not apply to car boot sales and informal markets which have been set up.
- (c) Trading in a trunk road picnic area provided under the Highways Act 1980 (section 112). Motorway service areas fall within this exemption.
- (d) Trading as a news vendor (where the only articles sold or offered for sale are newspapers and periodicals).
- (e) Trading at premises used as a petrol filling station or from a street adjoining a shop premises as part of the business or shop. This exemption enables people operating petrol stations to offer a range of goods on their forecourt and for shop keepers to offer goods outside their shop premises (for example a display of fruit and vegetables outside a greengrocers or plants/flowers outside a florists).
- (f) Offering or selling things as a Roundsman. For these purposes a “Roundsman” is a person who follows the round of his customers to take orders and deliver the pre-ordered goods of his customers. Case law has established that mobile ice cream sales are not exempt from street trading controls.
- (g) The use for trading under the Highways Act 1980 (Part VIIA Section 115B) of an object or structure (such as a booth or kiosk) placed on, in or over a highway.
- (h) The operation of facilities for recreation or refreshment provided under of the Highways Act 1980 (Part VIIA Section 115C);
- (i) Street collections for charitable purposes authorised by a street collection permit (issued under regulations made under section 5 of the Police, Factories, etc. (Miscellaneous Provisions) Act 1916)

2.2 Schedule 4 defines a “street” as any road, footway, beach or other area to which the public have access without payment and a service area as defined in section 329 of the Highways Act 1980. This statutory definition of “street” is clearly wider than the dictionary definition of that word.

2.3 A Consent Street is a street in which street trading is permitted only if the consent of the local authority has first been obtained.

2.4 All streets within the Council’s District are designated as Consent Streets.

3 Licensing process and delegation of functions

3.1 The Council's aim is to provide a clear, consistent licensing service for applicants and consent holders. The setting and any revisions to this policy will be submitted with recommendations from the Licensing Committee to Full Council for consideration and approval.

3.2 The Council's relevant Licensing Sub-Committee:

- determines the application for a Street Trading Consent (where valid representations are made against the application)

When determining an application for the grant, renewal or revocation of a Street Trading Consent a Licensing Sub-Committee may:

- (a) Grant consent to the applicant as applied for
- (b) Grant consent to the applicant subject to modifications to any of the following matters:
 - The days on which trading can take place
 - The times during which trading can take place
 - The location(s) where trading can take place
 - The articles that can be traded
 - The conditions attached to the Consent
 - The duration of the Consent
- (c) Refuse to grant the Consent
- (d) Revoke an existing Consent

3.3 The Public Protection Manager and Licensing Officers are authorised to:

- (a) issue Street Trading Consents and attach such conditions as are considered reasonably necessary under the Local Government (Miscellaneous Provisions) Act 1982.
- (b) vary the conditions attached to an existing Street Trading Consent when necessary to promote public safety and/or prevent nuisance or annoyance to affected parties.
- (c) refer to Licensing Sub-Committee
 - for a review of an existing Street Trading Consent where there has been a substantiated complaint about an existing street trader or the trader has breached the conditions of the Street Trading Consent.
 - refer new applications for street trading consents to the Licensing Sub Committee where a valid representation has been made.

4 Street Trading Objectives

4.1 The following street trading objectives will be considered in deciding whether or not a Street Trading Consent will be granted and on what conditions:

(a) Public safety

Whether the street trading activity represents, or is likely to represent, a risk to the public e.g. obstruction of a street or a danger to persons using the street, obstruction to key sight lines for CCTV cameras, obstruction for emergency vehicles.

(b) Public Order

Whether the street trading activity represents, or is likely to represent, a risk to public order. Gloucestershire Constabulary will be consulted on all applications regarding public order.

(c) Preventing nuisance or annoyance

Whether the street trading activity represents, or is likely to represent, a risk of nuisance or annoyance to the public e.g. from noise, odour, fumes, litter or waste.

5 Application advice for new applicants

5.1 Advice for New Applicants

New applicants are advised to contact the Council at their earliest opportunity, preferably before an application is made. This allows Officers to provide advice, as well as clarifying any areas of uncertainty.

5.2 Planning Permission

5.2.1 It is the responsibility of the applicant to identify the location(s) in which they wish to trade.

5.2.2 Private land is regarded as a 'street' if the public have access without payment. Written permission should be obtained from the land owner for the business to operate from that location.

5.2.3 Units which are moved on and off a site on a regular basis will require a Street Trading Consent.

5.2.4 Units which are permanently based on a site (even if they are capable of being moved) may need planning permission. If planning permission is granted for a permanent unit then it may not require a Street Trading Consent.

5.3 **Site location**

5.3.1 The following will be considered when determining suitability of the site for a static trader:

- Safety of other street users including traffic and pedestrians
- Safety of customers using the street trading unit
- Potential for obstruction, interference, inconvenience or nuisance to other street users including, other traders, traffic and pedestrians
- Potential for nuisance to residents and other businesses for example noise and/or smell
- Number of existing street traders in any one street

5.3.2 The A419 and A417 are designated as trunk roads. Road Management Services (Gloucester) Ltd [RMS] will not approve any street trading applications for laybys or slip roads along the A417 and A 419.

5.3.3 The Council may in exceptional circumstances grant more than one Street Trading Consent in a layby.

5.3.4 The Council will generally consider an application for a Street Trading Consent in respect of any Council owned car park only after consent to trade under the relevant Parking Order has been obtained.

5.4 **Premises Licence**

Street traders that serve hot food or hot drink at any time between 11.00pm and 05.00am will require a Premises Licence that authorises late night refreshment under the Licensing Act 2003.

5.5 **Food Safety**

The applicant should be able to demonstrate that all food handlers are appropriately trained / experienced. Food hygiene training certificates should be available for food handlers.

The applicant must provide evidence to demonstrate the food business is registered with a local authority.

5.6 **Health and Safety**

A valid gas safety certificate for all gas appliances should be available for inspection. Certificates must be issued by a Gas Safe registered engineer who holds the relevant competencies (commercial/catering and liquefied petroleum gas). As a minimum catering gas appliances should be inspected and tested every 12 months.

6 Submitting an application

6.1 All applicants must be 17 years of age or above. An application for consent must be made on the Council's standard form.

Applications forms:

- May be downloaded from the Council's website
- Electronic applications can be made through the Council's website

6.2 Two types of Street Trading Consent are issued; static and mobile

- (a) A static Street Trading Consents is issued for a trader who remains in one place during trading.
- (b) A mobile Street Trading Consent is issued to a trader who wishes to move from place to place. In order to meet the criteria for mobile consent a trader generally must not remain in one place for more than 30 minutes at a time and not return to the same site within 2 hours.

6.3 All applications for the grant of a new Street Trading Consent site must include:

- (a) Completed application form
- (b) Where the proposed trading is from a specified location, a location plan showing the proposed location of the street trading site. This map should clearly identify the proposed location by marking the site boundary with a red line.
- (c) Where the proposed trading is on a mobile basis, a list of Towns/Parishes in which trading is proposed to take place providing details where possible of the streets.
- (d) Colour photographs of the vehicle/stall showing any signage. If the vehicle/stall has not been constructed submit supplier drawings/brochure.
- (e) Valid insurance certificate for £5,000,000 public liability and public indemnity cover.
- (f) Documents to establish the applicant's identity i.e. photo driving licence or passport and one original proof of address issued within 3 months of the date of consent application e.g. utility bill (gas , electric), bank statement, mortgage statement.

6.4 For a new application the applicant must affix a prescribed Public Notice (issued by the Council) Appendix I in the location they wish to trade upon submission of the application for a period of 28 days. This must remain in place until the application has been determined.

7 Consultation Period

- 7.1 All new applications will be subject to a 28 day consultation period. The consultation period commences on the next working day following the receipt of the full application.

The consultation will seek the views of the following:

- Relevant Parish/ Town Council/Parish Meeting
- Councillor(s) for the Ward(s) concerned
- Gloucestershire Constabulary
- Gloucestershire Fire and Rescue Service (where applicable)
- Gloucestershire County Council Highways
- Gloucestershire County Council Trading Standards
- Planning and Development Services – Cotswold District Council
- Public Protection - Cotswold District Council
- Any other person(s) or bodies the Council deems relevant
- Consideration will be given to all written Representations, which are not irrelevant, frivolous, or vexatious.

8 Determination of application

Determining applications with no valid representations

- 8.1 A Street Trading Consent will be automatically granted if the application meets the Street Trading Objectives and there are no valid representations.

Determining applications through mediation

- 8.2 If the application does not meet the Street Trading Objectives, or there are valid representations Officers will contact the applicant to discuss changes that could be made to the proposed location, goods or trading hours and/or additional conditions that could be introduced.
- 8.3 If changing the application and/or introducing additional conditions can resolve the representation and/or street trading objectives a Street Trading Consent will be issued.

Determining applications where mediation has not resolved the representations

- 8.4 If making changes to the application or introducing additional conditions cannot resolve the street trading objectives and/or representation the application will be referred to Licensing Sub-Committee.

9 Decisions

- 9.1 Where an application is referred to the Licensing Sub-Committee as a result of a valid representation being made, it will determine each application on its own merits. Applicants and the person/agency making the representation will be invited to attend. Members of the Licensing Sub-Committee will consider the information submitted as part of the application and give due consideration to persons making a representation.
- 9.2 Following the determination of an application, the Licensing Section will notify the applicant of the decision in writing within ten working days of the decision.
- 9.3 All Street Trading Consents are subject to the Council's standard conditions. Individual applications may be approved subject to additional conditions. Additional conditions form part of the Street Trading Consent and must be complied with at all times.
- 9.4 A Consent may be refused on any reasonable grounds. (LG(MP)A Paragraph 7(3) of Schedule 4). Where the council refuses an application the applicant will be informed in writing of the reasons for not granting the application.
- 9.5 There is no statutory right of appeal against refusal to issue a Street Trading Consent or against conditions that may be included in a Street Trading Consent.
- 9.6 A person aggrieved by a decision of the Council may make an application to the High Court for Judicial Review of the decision. For further information on potential grounds for Judicial Review applicants should seek advice from an independent solicitor as soon as they receive notice of the decision.

10 Conditions

- 10.1 The Council will apply standard conditions to all Street Trading Consents. Appendix 2 contains the Council's approved standard conditions. Additional conditions may be attached to individual consents if the circumstances warrant this, provided the conditions are reasonable and relevant to the Consent. (LG(MP)A Paragraph 7(7) and (8) of Schedule 4)
- 10.2 The conditions attached to the Consent can be varied. In the interests of fairness any proposed variation will be notified in advance to the consent holder (LG(MP)A Paragraph 7(6) of Schedule 4)

11 Duration of Street Trading Consent

- 11.1 Street Trading Consents are issued for periods not exceeding 12 months (from the 1 April to the 31 March). New Consents will be issued pro-rotta based on the number of months remaining until 31 March each year.
- 11.2 A Street Trading Consent may be surrendered at any time. It shall then cease to be valid.

12 Short Term Consents

- 12.1 Street Trading Consents are generally issued by the Council on an annual basis. Seasonal trading consents may be considered for a 6 month period e.g. mobile ice cream vehicles. A short term Consent may be granted for a period of up to 7 days.
- 12.2 The process is the same as for an annual Consent.

13 Renewals

- 13.1 Applications for renewal must be submitted no later than 6 weeks prior to the expiry date of the current Consent. Renewal applications made after this date will not be valid and a new application will have to be made. No trading may take place until the new Consent is issued.
- 13.2 The application form for the renewal of a Street Trading Consent site must be accompanied by:
- Street Trading Consent fee (in full)
 - Evidence of valid public liability and public indemnity insurance cover of not less than £5,000,000
- 13.3 Renewal applications will be automatically granted provided the following criteria have been met;
- no substantiated complaints have been received in the previous 12 months which relate to the Street Trading Objectives [refer to paragraph 4.0]
 - no relevant enforcement action has been taken against the applicant or persons working for the applicant
- If the criteria are not met the renewal will be subject to the same procedure as new application.

14 Transfers

- 14.1 A Street Trading Consent cannot be transferred or sold to another person.
- 14.2 Whilst the subletting of a Street Trading Consent location or pitch will ordinarily be prohibited, the Council may permit sub-letting in the case of a Consent granted to a Town or Parish Council where it is satisfied that the Town or Parish Council has, or will put in place, satisfactory measures to ensure that any individual/ organisation to whom they sublet will comply fully with the conditions subject to which the Town or Parish Council's Consent was granted.

15 Revocation

- 15.1 A Street Trading Consent may be subject to revocation during the 12 month consent period. Any valid Representation made against the Consent holder or persons working on behalf of the Consent holder will be referred to the Licensing Sub Committee to determine whether the Consent should be revoked. (LG(MP)A paragraph 7(10) of Schedule 4)
- 15.2 There is no right of appeal to the Magistrates Court against the revocation of a Street Trading Consent.

16 Markets

- 16.1 Charter markets are outside the scope of the Street Trading Policy.

17 Community and charity events

- 17.1 The Licensing Committee resolved in March 2013 that the following types of events should be exempt from the requirement to pay a Street Trading Consent fee;
- Fetes, carnivals or similar community based and run events of short duration (less than 1 day), e.g., Christmas lights switch-on events
 - Non-commercial, community or charitable events where the profits are not used for private gain or are wholly passed to a charity, educational organisation or community-based organisation.
- 17.2 This policy further requires that the following criteria must be met in order to qualify for the exemption;
- Traders cannot trade at the location for more than 1 day or return to the location more frequently than once in any four week period
 - Traders must be pre-booked by the organisers
 - Submission of a Returns form within 28 days of the event – detailing monies raised and details of the charity, educational or community based organisation that the monies have been passed to
- 17.3 This exemption includes community car boot sales.
- 17.4 For 'hybrid' events that are part community or charity based the fee will not be reduced.
- 17.5 The fee may be waived by Officers in consultation with the Chair and Ward Councillor(s). Where necessary, the application for the waiver of the fee will be referred to Licensing Sub-Committee for determination.

18 Selling a vehicle on a street

- 18.1 A Street Trading Consent is required where vehicles are placed on a street and advertised for sale. This includes any vehicle displaying signs that name an individual or business; or displays notices/signs intended to sell the vehicle.

19 Fees

- 19.1 Fees will be set for the granting and renewal of a Street Trading Consent. The fees will be fixed by the Council on a full cost recovery basis and reviewed annually. The level of fees applicable takes into account the administrative cost of issuing the consent and the cost of Council Officers to ensure compliance with the conditions in the consent.
- 19.2 Where trading ceases during the term of a Street Trading Consent, or the consent is revoked a part refund on a pro-rata basis may be issued if appropriate. Details of the current fees can be found on the Council's website.
- 19.3 Street Trading Consent fees must be paid in full before trading commences.

20 Enforcement

- 20.1 The Council is committed to enforcing the provisions contained within the relevant legislation and to work in partnership with all enforcement agencies, to provide consistent enforcement on licensing issues.
- 20.2 The Licensing Section aims to work closely with other enforcement authorities when dealing with issues related to street trading.
- 20.3 Where licensable activities are conducted without a Street Trading Consent or where conditions are breached, the Council will gather evidence and take enforcement action as required.
- 20.4 The Act creates an offence of trading in a Consent Street without a Street Trading Consent punishable by a fine of up to £1000 on conviction by the Magistrates' Court.

21 Contacts

- 21.1 Commercial Team - Licensing Section
Public Protection
Cotswold District Council
Trinity Road
Cirencester
GL7 1PX
01285 623000
licensing@cotswold.gov.uk
- 21.2 The Council has a corporate complaints procedure, copies of which are available from the Council Offices or on the Council's website www.cotswold.gov.uk

Appendix I: Public Notice

NOTICE OF APPLICATION FOR A STREET TRADING CONSENT

| | |
|--|--|
| Name of Applicant | |
| Location | |
| Summary of application (hours of trading, articles to be sold etc.) | |
| NOTICE IS HEREBY GIVEN that an application has been made to Cotswold District Council for a Consent to carry out street trading at above location. | |
| Copies of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 and of the application may be inspected at: Cotswold District Council Licensing Team Trinity Road Cirencester Gloucestershire GL7 1PX Between 09:00a.m. and 16:00 (Monday to Friday except public holidays) Email: licensing@cotswold.gov.uk | |
| Any person wishing to make representations about this application may do so in writing to Cotswold District Council no later than: (no later than 28 days from the date of application) | |

Appendix 2

Standard conditions for Street Trading Consent

1. A Street Trading Consent is valid only for the period specified on the Consent.
2. The Consent holder must pay the fee in full prior to trading
3. Street trading is limited to the days of the week and between the hours stated on the Consent.
4. The valid identification disc or card issued by Cotswold District Council must be displayed in a conspicuous place, clearly visible to the public on the street trading unit.
5. The Street Trading Consent relates to the following vehicle/stall only:
6. The Consent holder must ensure that the stall/vehicle is positioned only in the allocated space in the location for which the Street Trading Consent is issued.
7. The Council must approve any changes to or replacement of the stall or vehicle.
8. The Consent holder must not use the site for any other purpose other than that of the operation of the Street Trading Consent
9. The Consent holder must not carry on their trade in such a way as to cause obstruction of any street or endanger persons using the street or cause any nuisance or annoyance
10. The Consent holder and/or his employees must only sell or offer for sale those goods specified in the Consent granted to the Consent holder
11. The Consent holder's vehicle/stall must be kept in a clean, safe and well maintained condition
12. Every static street trading vehicle/ stall must be removed from the site at the end of the trading day unless agreed by the Council.
13. Holders of mobile Street Trading Consent must not trade in one place for more than 30 minutes at a time and must not return to the same location within 2 hours.
14. The Consent holder must ensure refuse originating from their trade is disposed of by a licensed waste carrier and must leave the site and its immediate vicinity clear of refuse at the completion of trading.
15. No water or waste material must be discharged on to the highway or any adjacent property.
16. When trading from a layby leave a maximum usable space permitting safe ingress and exit for vehicles.
17. No free standing signs e.g. 'A' boards must be displayed on the street. No free standing seating, tables, chairs, sunshades or other unapproved items are to be displayed.
18. No television, radio or other device used in the reproduction or amplification of sound whilst trading must be audible beyond a distance of 5 metres from the trading unit.
19. The granting of this Consent does not imply the right to violate any order or prohibition or restriction made under the various Road Traffic Acts and Highway Acts.
20. A Street Trading Consent cannot be transferred or sold to another person.
21. The sub-letting of a Street Trading Consent location is prohibited unless agreed by the Council.
22. The Consent holder must be the principal operator and have day-to-day control of the stall/vehicle. The Consent holder may employ any other person to assist in operating the stall/vehicle.
23. The Consent holder will comply with the Equality Act 2010, ensuring they do not discriminate, harass or victimise customers or staff during the course of their trading. They will also ensure that disabled people and wheelchair users can be adequately served. This may involve serving persons from outside the vehicle.

24. The Consent holder must have and maintain a proper insurance policy against public liability and third party risks. The minimum insurance cover must be £5,000,000 and must cover the operator's vehicle, or stall and any additional equipment under their control.
25. These general conditions, which apply to all Street Trading Consents, may be varied, having regard to a particular location. Additional conditions may be required and will be displayed and listed on the Street Trading Consent.
26. The Consent holder may terminate a Street Trading Consent by written notice to the Council.
27. Consent may be revoked by Cotswold District Council at any time.

Failure to comply with these conditions

If the consent holder fails to comply with any of the conditions attached to a Street Trading Consent, the Consent may be revoked. The Consent holder may also be prosecuted for trading outside of the location or times specified in the Street Trading Consent.

Additional conditions (where applicable)

1. Where gas cylinders are used a valid gas safety certificate is required to ensure the safety of all gas appliances
2. Where the vehicle or stall has a 240 volt electrical system a valid electrical installation certificate is required.
3. A serviceable fire blanket and suitable fire extinguisher/s must be provided at all times.
4. A basic first aid kit must be provided.
5. A mobile phone must be available for use.
6. All staff involved in the preparation of food must hold a current Level 2 food safety certificate, accredited by the Chartered Institute of Environmental Health, the Royal Society of Health, or the Royal Institute of Public Health and Hygiene.
7. No signage or objects (e.g. tables/chairs) must be placed on the highway or the site without prior approval by the Council.
8. No generator must be used without the consent of the Council.
9. Where seating is provided for consumption of food on site toilet facilities must be made available
10. The Consent holder must make arrangements to ensure that all persons connected with the operation of the vehicle/stall have the means and opportunity to visit suitable toilet facilities when necessary.

This document can be produced in Braille, large print, audio tape and in other languages.

If you would like a copy in one of these formats, please phone the Print and Design Department on 01285 623215.