



BRISTOL CITY COUNCIL

COMMERCIALY OPERATED MARKETS, FAIRS & CAR BOOT SALES TERMS AND CONDITIONS

Bristol City Council recognises that market operations can enhance shopping provision and improve service to customers. They can also play an important role in establishing new businesses. The City Council does enjoy the discretionary benefit of Charter Rights and is required to utilise such powers for the benefit of the City Council and the citizens of Bristol. Therefore, the following conditions and applicable licence fees have been agreed and must be adhered to.

To ensure that a safe and well organised event takes place, this document should be read in conjunction with 'GUIDANCE NOTES FOR MARKET & CAR BOOT SALES ORGANISERS', WHICH HAS BEEN PRODUCED BY Bristol City Council to further assist with your activities. Copies of the document are available from the Markets & Estates Service, telephone number 0117 9224017 or by writing to Markets & Estates Office, St Nicholas Market, Glass Arcade, Bristol, BS1 1JQ.

The City Council has approved a policy outlining conditions under which licences may be issued to operators allowing commercial markets or car boot sales to be held. Any person who wishes to operate a market or car boot sale may only do so if it has been licensed by the City Council. A licence will normally be issued provided the application complies with the following conditions.

1. Policy Conditions

- a) At least 28 days' notice of intent must be given in writing to the Markets and Estates Service.

NB. This conforms to the requirements laid down in section 37 of the Local Government Miscellaneous Provisions Act 1982. Failure to comply renders both the operator and occupier of the land liable to prosecution.

- b) Each approved event will normally be limited to no more than 50 stalls, spaces or vehicles, although special permission may be obtained for more than 50 if required.
- c) Car boot sales shall be restricted to householders selling articles surplus to their own requirements. New goods or items 'BOUGHT IN' for re-sale should not be permitted.
- d) Permission shall only be granted to any organisation or individual during the course of any 12 month calendar period to hold a maximum of 8 events.
- e) The above conditions apply to occasional or temporary markets/car boot sales. Operators who are seeking to establish permanent operations are required to forward their proposals in the first instance to Market and Estates Services at the address shown in 2a.

2. Licence Applications

- a) Applications for licences must be made via the official online application form.
- b) Applications must be received by no less than 28 days before the date of the event.

3. Licence Fees

- a) The total licence fee for commercial events shall be based on the actual number of trading positions let and shall be at the rate of £2 for each trading position let.
- b) The event will be subject to a minimum fee of £20.

4. Operating Conditions

- a) No commercial traders are to be permitted (NB applicable to Car Boot Sales only).
- b) Maximum numbers of 50 car/trading spaces allowed. For larger events please refer to 1b of these conditions.
- c) Goods must be of a second-hand nature and regarded as surplus to domestic use.

- d) The organisers shall indemnify the Council against any claims, costs, charges and expenses which may arise as a result of the City Council granting a licence under its Market Charter for the event.
- e) The site together with any ancillary toilet and car parking areas, shall be left in a clean and tidy condition after the event.
- f) It is the responsibility of the organiser of the event to ensure that:-
 - i. The prior approval of the site owner and if necessary the local planning authority, police and fire authority is obtained.
 - ii. The site will be suitable to accommodate the proposed number of cars attending the event.
 - iii. Adequate arrangements are made to provide car parking, litter removal, toilet facilities and first-aid facilities.
 - iv. There is an adequate number of responsible persons present at the site/entrance/exit to direct pedestrians and vehicular traffic and to ensure compliance with conditions 4a, 4b & 4c.
- g) The organiser must maintain a register of vehicle number and type of vehicle for all sellers attending the car boot sale or traders who attend the licenced event and if requested make such information available to officers of the Council, Police and any other enforcement agencies.
- h) The organiser will allow an officer of the Markets and Estates Team to visit the event on the day held, whilst trading is carried out.

*NB Please note that Sections 4a and 4c are applicable to car boot sales only.

5. General

- a) Period visits will be made to licenced events by an officer of the City Council to ensure compliance with the licensing conditions. Any non-compliance with the conditions, including attempts to avoid payment of the full licence fee will result in future applications for a licence being refused.
- b) The Council has adopted Section 37 of the Local Government (Miscellaneous Provisions) Act 1982. This requires the Council be given at least 28 days' notice of any intention
- c) The Council reserves the right to take formal legal action against any person or company who attempts to operate an unlicensed car boot sale.