



NORTH WALSHAM TOWN COUNCIL

Market Stalls – Rules & Regulations

1. The expression “the Committee” means the Market Committee of North Walsham Town Council.
2. The expression “goods” includes provisions, marketable commodities and other articles which are offered for sale from the stall.
3. The expression “stall” means any structure, used for displaying goods for sale and the expression “stallholder” means any person who has signed a copy of these Regulations.
4. Trailers to be used for the display of goods must have the prior approval of the Committee.
5. The charge for placing a stall on North Walsham Market Place, shall be paid on a monthly basis. Payment to be made within 10 days of being invoiced. Maximum 4 credits a year. One week’s notice to be given when taking a credit for holiday and if possible, at least 24 hours’ notice for illness.
6. No stallholder shall be entitled to use any part of North Walsham Market Place until they have:
 - a. agreed to the Market Stall - Rules & Regulations;
 - b. returned a signed application form;
 - c. been allocated a pitch by the Town Clerk.
7. Stalls shall be erected within the marked area allocated and no part of the stall or any containers, goods or other things belonging to the stallholder may be placed outside the area. **A 4 metre width of road must be kept clear for Emergency Vehicles.**
8. Stalls shall be erected and stocked by 8.45am on the day on which these Regulations shall be in force. Any vehicle owned by the stallholder shall be removed from the Market Place as soon as possible after goods and equipment have been unloaded and in any event by 9.00am. Vehicles **must not return** to the vicinity of the stall before it is intended to cease trading and **NOT BEFORE 3.00pm in any case.** (Pedestrianisation Order). **In severe inclement weather the permission of the Police must be obtained by the Stallholders before any vehicles are allowed to move in the Market Place BEFORE 3.00pm.** Trading shall cease by 3.30pm. The stall, together with all equipment and goods shall be removed immediately on the close of business.
9. N.B. The Norfolk County Council (North Walsham, Market Place) (Prohibition of Driving) (Pedestrianisation/Prohibition of Driving) (Street Parking Places) and (Disabled Parking Places) Variation Order 2009 and Prohibition of Waiting, Loading and Unloading Order 2009 (amended): **Vehicles are prohibited from using the Market Place on Thursdays between the hours of 0630 hours and 1700 hours.** The barriers will, therefore, be in place from 0630 hours and removed at 1700 hours. Market Traders are therefore responsible for ensuring that the barriers are kept in place at all times during this period.
10. The stallholder shall be responsible for ensuring that the part of North Walsham Market Place immediately surrounding the area of the stall is kept clear of all packaging, containers and rubbish belonging to the business of the stallholder. The stallholder shall use the receptacle for waste material within the bins allocated. At the close of business the stallholder shall leave the stall site clean and tidy and the surrounding area free of rubbish.
11. No stallholder in the Market Place area shall display, stock or hang any goods on or from any such stall at a height exceeding 8ft nor shall any projection from the main body of the stall be placed so that the lower edge of the projection is at a height of less than 6ft 6ins.

12. No stallholder shall wilfully obstruct, disturb or hinder any person in the proper use of the Market Place area or at the immediate approaches thereto.
13. The Council reserves the right to modify these Regulations in the case of a particular stallholder and the goods they may ask to sell. Such modification shall not give any other stallholder any rights other than those contained in the form of the Regulations signed by them.
14. The allocation of any pitch by them shall abide by the terms of these Regulations.
15. The stallholder shall comply at all times with the directions of the Market Attendant and the Clerk. If any stallholder shall be aggrieved by any decision of the Market Attendant or the Clerk he shall submit his complaint in writing to the Clerk addressed to the Town Mayor at North Walsham Town Council Offices. The Clerk shall thereupon call a meeting of the Committee as soon as possible, where the stallholder shall have a right to appear and make representations to the Committee. The decision of the Committee shall be final and shall be communicated to the stallholder in writing.
16. Stallholders are required to be either a member of the Market Federation or have adequate Public Liability Insurance. Such a policy with an Insurance Office of repute must be shown at the time the Stall is granted and a receipt of the annual premium must be produced to the Clerk or Market Attendant each year, or as otherwise requested.
17. The Committee will terminate any agreement for stallholders to use the pitch on market days:
 - a. If a stallholder shall not make use of a pitch allocated for three consecutive weeks or if there shall at any time be payment outstanding in respect of the pitch allocated (except if the council have been notified of illness or holiday);
 - b. in the event of the breach of these Regulations by a stallholder who has already received one written warning from the Clerk;
 - c. in respect of any stall which in the opinion of the Council is not properly maintained and kept clean, tidy, smart and properly painted;
 - d. in the event of the use by the stallholder of a stall which in the opinion of the Council is unsuitable due to its size, appearance or for any other reason.
18. The Council shall not be liable for any damage or loss sustained by the stallholder or anyone in connection with the use of the pitch in the Market Place. The stallholder hereby indemnifies the Council against any claims made against the stallholder arising from the use of the pitch.
19. On receiving notice of termination of any allocation made to the stallholder, the stallholder shall immediately remove his stall, his equipment and all his goods from the Market Place.
20. Two weeks' notice shall be given to the Town Council to terminate a stall.
21. The stall is not transferable to another party. If a trader sells his existing stall then notification must be given to the Clerk and permission applied for the pitch to be transferred to the purchaser.

Pitch(es) are allocated on **Thursdays (other than a Bank Holiday)** if the stallholder agrees to these Regulations. Subsequent allocation of any pitch on any other day whether in writing or verbally shall be deemed to incorporate these Regulations but the Council shall not be bound to make such allocation. The Council may appoint "casual traders" when regular traders are on holiday or absent through illness.