



## Street Trading Guidance

### Selling from Stalls or Units at Events in Stroud District

#### What is street trading?

The legal definition of street trading is the selling, or exposing for sale, of articles in the 'street'. 'Street' is a very broad term and includes streets, pavements, laybys and any land that the public have access to without payment.

Stroud District Council has adopted a resolution which designates all 'streets' in the district as needing street trading consent, except 'streets' owned and managed by public authorities and registered charities, with the exception of public highways.

This means that if articles are sold in these locations, street trading consent is needed.

#### Do I need street trading consent for my event?

If you are having stalls, moveable units, vehicles or other means, selling items at your event, for example foods or crafts, whether for profit or for fundraising, you **will need** street trading consent if your event is on the following land:

- Any public highway which includes any streets, pavements, laybys or grass verges managed by Gloucestershire Highways. For example a goodwill evening on a High Street
- Any private land that the public can access without having to pay an entrance fee. For example a farm field that is opened up for free access by the general public.

You **will not need** street trading consent if your event is on the following

- Land that owned or managed by a council such as Stroud District Council, local Town and Parish Council or Gloucestershire County Council (with the exception of Highways Land). Examples could be village playing fields or recreation grounds.
- Land that is owned or managed by a registered charity. Examples could be playing fields or market places managed by a charitable trust or land managed by the National Trust or the Cotswold Canals Trust.

You will however need permission from the relevant council or charity and they may charge you a fee to use their land

#### How do I apply for street trading consent for my event?

##### Short Term Commercial Events

You can apply for a 'Short Term Event Consent'. Short term consents cover a number of stalls/traders provided that the stalls are part of an organised event with an organising group committee/individual and the event is no more than 7 days.

To apply you must:

- Complete the application form
- Provide a copy of public liability insurance
- Provide written permission from the landowner if the event is on private land
- Provide a layout plan if appropriate
- Pay the fee of £37 for the first day plus £5.25 for any additional days

On receipt of the application the Licensing Section will consult with any relevant parties for 14 days. We will give a decision within 7 days after the end of consultation.

### **Short Term community and charitable events**

If the primary purpose of your event is for the benefit of the community or for fundraising for a charitable cause then you can apply for a short term community and charitable events consent

To apply you must:

- Complete the application form
- Provide a copy of public liability insurance
- Provide written permission from the landowner if the event is on private land
- You can request on the form for the fee to be waived on the grounds that the event is not for commercial benefit and the primary purpose of the event is to benefit the community or fundraising

There is normally no consultation for short term community and charitable events consents. However, there is discretion to consult with any relevant parties if it is considered appropriate in the public interest. If the Council decides it is necessary to undertake consultation, then it is unlikely that the fee will be waived. In this case the fee will be £16.

A decision will be made on a short term community and charitable events consent within 14 days.

### **Covid 19**

Whilst there is risk from Covid 19 you should be carrying out a Covid 19 risk assessment for your event. We may ask to see your risk assessment. There is information about risk assessments on the Council's website <https://www.stroud.gov.uk/business/food-hygiene-and-health-and-safety/covid-19-working-safely-during-the-coronavirus-outbreak/covid-19-events-performances-and-festivals>

### **Fundraising in the street?**

If you are fundraising in the street, either by collecting money in a bucket or tin or by selling items with all the profits going back into a charitable cause, then you can apply for a street collection permit. Applications are made to the licensing section. There is no fee, but you must complete an application form and we book into our street collection calendar. If you have a street collection permit, you **will not** need street trading consent. Contact the Licensing Section for more information.

### **Handing out leaflets or promoting a product, service or charity?**

You do not need street trading consent to hand out leaflets or to promote a product, service or charity or give away items for free.

### **WHERE CAN I GET MORE HELP AND ADVICE?**

## Contact the Licensing Section

<b>Address:</b>	<b>Licensing Section, Stroud District Council, Ebley Mill, Ebley Wharf, Westward Road, Stroud, Glos. GL5 4UB</b> If you wish to call into the Offices to speak to someone from the Licensing Team we advise that you ring first and make an appointment				
<b>Email:</b>	<b><a href="mailto:licensing@stroud.gov.uk">licensing@stroud.gov.uk</a></b>	<b>Phone:</b>	<b>01453 754440</b>	<b>Web:</b>	<b><a href="http://www.stroud.gov.uk">www.stroud.gov.uk</a></b>