



## FRAMLINGHAM TOWN COUNCIL MARKET REGULATIONS

This document contains the regulations made by FRAMLINGHAM TOWN COUNCIL (hereinafter called 'The Council') for the control of stalls placed on the Market Hill, Framlingham.

Markets are normally held on Tuesday and Saturday in each week with some additional markets from time to time. The Town Council promotes a policy of providing the best possible variety of stalls at any time and does not follow a "first come, first served" approval.

The right to place and use a stall on the market ('Stallage Rights') is granted by the Council subject to the observance of the following regulations by the person to whom that right is granted ('The Trader'):

In these regulations words importing the singular and the masculine gender respectively shall include the plural and feminine gender respectively where the context so permits.

### 1. The rate of Market rents from 1st April 2012 are:

#### **Regular Traders:**

£1.10 per foot of frontage per day from April – September  
£0.90 per foot of frontage per day from October – March

#### **Casual Traders:**

£1.60 per foot of frontage from April – September  
£1.40 per foot of frontage from October – March

The Council upon the giving of three months notice to the Trader may alter this from time to time. The minimum frontage is 6 feet, to a maximum depth of 13 feet. The stall and its awnings shall be of dimensions and design to the satisfaction of the Council. A Trader must confine his goods and equipment to the site and frontage allocated goods and equipment and shall not project beyond the authorised trading site. In case of any dispute the Market Supervisor or Town Clerk will make a final decision.

2. Stallage Rights will be granted on a permanent or casual basis and the Council retains absolute discretion as to the particular site allocated to the Trader on any market day (hereinafter called 'The Site').

3. Market rents shall be paid to the Council either:

Regulars pay quarterly, in advance, strictly within ten days of invoice - this attracts a 10% discount.

Casual traders MUST pay on the day of trading to the Market Supervisor or Town Clerk

4. If the Trader fails to claim the site by 08:00am on any market day the Council or Market Supervisor shall have the right to allocate the site for that day to any other Market Licence

holder.

5. The Permanent Trader shall be liable to pay Stallage for each market day whether he uses the site or not. Permanent market traders must commit to attend the market for at least 10 out of 13 weeks of every quarter (leaving an allowance of 3 weeks to cover any illness per quarter) If a regular trader fails to attend 10 or more Tuesday market days or 10 or more Saturday market days, then the trader will revert to casual status for the following quarter for the related market day. During the following quarter if the trader has attended 10 or more Tuesday market days or 10 or more Saturday market days, then regular status will be resumed.
6. All permanent traders will be granted four weeks rent free during each year providing they have attended the market at least 48 out of 52 weeks in the preceding year and that their account is not in arrears. The year runs from 1st April to 31st March. This is not transferable from one year to the next.
7. Any Permanent Trader failing to attend three consecutive markets without prior notification of the reason to the Market Supervisor or Town Clerk, shall have his pitch allocation and licence reviewed.
8. The Trader is not permitted to sub-let or assign his stallage rights.
9. The Trader is responsible for the erection and dismantling of his stall and in doing so must have regard to the needs and safety of other persons on the market.
10. A Permanent Trader wishing to leave the market should give one month's notice in writing to the Town Clerk. Reallocation of the pitch will be decided by the PR & Markets Committee taking into account the make up of the market at that time.
11. All unloading of goods from vehicles by the Trader, his employees and agents shall cease by 09:00am and such vehicles shall be removed from the market immediately thereafter.
12. No motor vehicles, other than a mobile unit used as a stall, or permitted vehicles displaying a permit issued by the Town Clerk, shall be parked on the market during Market trading hours, except in exceptional weather conditions, where the retention of a vehicle is necessary for the safety and protection of the stall and trader and only with agreement of the Market Supervisor or Town Clerk.
13. The stall shall not be removed from the market before 2.30pm on a Saturday and 1.30pm on a Tuesday Market Day unless otherwise agreed on that day by the Market Supervisor or Town Clerk. The market hours are 6.00am until 6.00pm on Saturdays and 6.00am until 4.00pm on Tuesdays.
14. The Trader shall keep the site occupied by him in a clean and tidy condition. No refuse or litter shall be deposited by the Trader, his employees or agents, in the market and the Trader shall leave the site in a clean and tidy condition at the close of the market.
15. In order to comply with food premises regulations, all traders with food stalls must be

able to provide proof of registration with the local authority where their vehicle/stall is normally kept, and have a minimum Food Hygiene Rating score of 3 and above.

16. The Trader shall display prominently on the stall at all times the trader's name and the Trader's Licence Certificate issued by the Town Clerk.
17. The Trader shall not join his stall to any other stall.
18. All pathways within the market reserved by the Council for the use of pedestrians must be kept free from obstruction. No goods, receptacles or advertising boards for goods shall be placed or allowed to project beyond the limits of the site or onto the designated pathways or highway.
19. The Trader shall not conduct Dutch Auctions or adopt similar methods of trading.
20. The Trader shall not offer for sale any goods, which by reason of size, smell, noise, condition or any other cause are, in the opinion of the Council's official representative, objectionable. The Trader on his being so requested by the Council's official representative is required to immediately remove these items from display and shall not sell any.
21. The Trader shall comply with any and all instructions given by the Market Supervisor or Town Clerk.
22. The Trader shall indemnify the Council against all costs, claims and demands resulting from damage caused to the highway or market area by the use of it by him, his employees and agents in and about the exercise of stallage rights.
23. The Trader shall indemnify and keep the Council, its employees and agents from and against all costs, claims and demands in respect of bodily injury to, or illness or disease of third parties, and loss or damage to third parties, and loss or damage to a third party property arising from the occupation and use of the site and shall effect a public liability insurance policy to cover the risks mentioned. Such policy to be effected with an insurance company approved by the Council in a sum of at least £1,000,000 in respect of any one occurrence. Evidence of such insurance cover shall be produced to the Town Clerk on request and in every case before a new Trader is granted a Trader's Licence.
24. All traders including casual traders must be approved by the Town Council prior to attendance and will be supplied with a copy of the rules governing the market at the time their Trader's Licence is issued and further copies may be obtained from the Town Clerk.

The Market License will state the nature of goods to be sold. Additions or amendments to the current license must be applied for in advance in writing to the Town Clerk. Once approved by the Town Council the license will be amended.

The licenses are reviewed and renewed annually.

The Town Council is under no obligation to renew the market license at the end

of the year (currently December) and reserves the right to give one months notice of termination in writing.

25. Casual Traders must report to the Market Supervisor before 8.00am.
26. Casual Traders must produce a Certificate of Public Liability Insurance Cover and Market Licence Certificate. Failure to do so will mean they will not be allocated a site on the Market for that day.
27. Casual traders will be allocated a pitch for the day by the Market Supervisor or Town Clerk.
28. The Council reserves the right in their absolute discretion to refuse stallage to any particular person or persons without giving any reason whatsoever.
29. If the Trader contravenes any of the regulations or conditions herein contained he shall be liable, at the discretion of the Council, to forfeit Stallage rights thereafter.
30. Any comments regarding the market should be addressed in the first instance to the Market Supervisor or Town Clerk.
31. The Council reserves the right to alter these regulations from time to time in which event notice of changes effected will be given to the Trader.
32. The Council will require that permanent traders will give one month's notice in writing to: The Town Clerk Framlingham Town Council, 10c Church Street, Framlingham Suffolk IP13 9BH or email [townclerk@framlingham.com](mailto:townclerk@framlingham.com) if they so wish to leave. Once a decision has been made, the Council will offer the place to another trader.
33. No goods or services of a political or religious nature will be permitted.
34. If a licence holder has not attended the Market at least once during the current year the Market Licence will automatically be revoked at the time of renewal.
35. The Committee has granted delegated powers to the Town Clerk to refuse applications from market traders selling eggs, fish, cheese, pies, fruit and vegetables and mobile café, to avoid duplication of goods already available on the markets.
36. Traders must comply with the Alcohol Authorisation Form requirements.
37. Cable covers MUST be used at all times.
38. Counterfeit goods will not be permitted.