



NEWARK MARKET - GUIDANCE NOTES FOR CASUAL TRADERS

1. No trader shall be entitled to part with possession of stall or any part of stall. **Sub-letting is not allowed.** Traders must observe and comply with all statutory and other provisions, bylaws and regulations relating to retail markets and sales therefrom and in particular and without prejudice to the generality of the foregoing such provisions as are applicable to retail markets in Newark aforesaid including all conditions, prohibitions, instructions or directions issued by the Town Clerk or his designated officer.
2. No material change in class of goods sold shall be made without the prior consent of the Town Clerk or his designated officer. **Casual traders allowed to change their line of goods must forfeit their position on the casual list and will be repositioned as if they had just commenced trading on this market.**
3. Pathways must not be blocked and nothing must be permitted or suffered to be done which in the opinion of the Town Council may be a nuisance, damage or annoyance to or in any way interfere with the Town Council, their servants and agents or persons rightfully using the market.
4. Traders must not permit or cause any damage to the stall and must leave it in the same condition at the close of each market day as it was at the commencement of his use on that market day. In the event of any such damage the trader must forthwith at his own expense, effect such repairs as the Town Council may reasonably require provided that if he should refuse or unreasonably delay so to do the Council may carry out the repairs and recover the cost.
5. A public liability insurance cover must be obtained to indemnify the Town Council against all actions, claims and demands by any person for loss, damage or injury arising out of, or as a result of trading on this market. Evidence of current insurance should be produced on request by the Town Clerk or his designated officer.
6. Traders shall ensure that all litter and refuse from their stall is collected and placed in bags or boxes and that the area relevant to the stall is left in a clean and tidy condition.
7. Traders may not interfere with or alter the electricity system of the stall.
8. Traders must comply forthwith with all reasonable requirements of the Town Clerk or his designated officers.
9. Vehicles owned by casual traders shall not enter the market area until a stall has been allocated.
10. All traders' vehicles shall be removed from the market area by 10.00am and not return **until 3.30pm.**
11. Market traders shall not be allowed to bring dogs to the market.
12. No traders shall endeavour to attract custom by using unreasonable noise or by mock auction or pitching, subject to relaxation of this rule after 1.30pm for perishable goods.
13. The description of goods allowed to be sold from a particular stall shall be clearly defined, avoiding terms of a general nature.

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14. Vacant stalls shall be offered in the first instance to licensed stallholders in preference to casual traders with priority being given to stallholders occupying less prominent positions, if application is made in writing.
15. The Town Clerk shall have discretion to limit the number of stalls selling similar types of goods.
16. Subject to the discretion of the Town Clerk or his designated officer a vacant stall shall not be allocated to a casual trading in merchandise of a similar nature to that of the stall holder who would normally occupy that stall.
17. So far as possible, casual traders shall not be allowed stalls adjacent to or backing onto regular traders stalls selling similar goods.
18. Goods shall not be displayed beyond the area covered by the **stall tilts**, unless the additional space is paid for.
19. Traders shall not block any pathways nor to permit or suffer to be done hereunder anything which in the opinion of the council may be a nuisance damage or annoyance to or in any way interfere with the Town Councils officers, agents or persons rightfully using the market.
20. Market traders in the food listed below will ensure that such food is kept at or below 5°Centigrade
 - i. Cooked products containing:- meat, fish, eggs, substitutes for meat, fish or eggs, soft or hard cheeses, cereals, pulses, vegetables
 - ii. Cooked pies or pasties containing meat, vegetables, fish (or substitutes for these) encased in pastry whether or not they are being sold on the day of production or the next day
 - iii. Cooked sausage rolls, whether or not they are being sold on the day of production or the next day
 - iv. Smoked or cured fish
 - v. Slices cut from smoked or cured meat
 - vi. Ripened soft cheeses
 - vii. Prepared vegetable salads
 - viii. Uncooked or partly cooked pastry or dough products containing meat, fish or substitutes (i.e. pizza or pasta with meat or fish filling)
 - ix. Prepared sandwiches or filled rolls containing meat, fish, eggs (or substitutes for these) or ripened soft cheese or vegetables
 - x. Dairy based desserts
 - xi. Cream cakes
21. The trader offering food listed in 20 above is to provide hand washing facilities to include hot water. Gloves and/or sanitizers are not suitable as a substitute.