|  |  |  |
| --- | --- | --- |
|  |  | The Markets Department |
|  | St Mary’s Market |
|  | St Mary’s Arcade  |
|  | St Helens |
|  | Merseyside |
|  | WA10 1AR |
|  |  |
|  | Contact: The Markets Team  |
|  | Tel: 01744 677 155 |
|  | Email: |
|  | themarketsteam@sthelens.gov.uk |
|  | Our ref: TML2022 |
|  |  | Your ref: TML2022 |

**Application for Permission to hold a temporary market within the Borough of St Helens**

(NB Please read the special conditions overleaf before completing this form and ensure that it is returned at least two months prior to the event being held).

*“I hereby request permission to hold a temporary market within the St Helens Borough boundary and give the following information:”*

Type of Market:

 Farmers Market

 Craft Fair

 Continental Market

 Specialist Fair (please specify) ­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Events Area

 Car Boot Sale

Operator's Name: ­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Telephone No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Venue of Market: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name and address of site owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date and time of proposed Market: \_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_\_ from \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_

No of stalls expected to be let: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Licence Fee**

**Markets held within the Town Centre will be charged at £70.00 per day**

**St Mary’s Market events area will be charged £60.00 plus £6.00 per stall per day**

**All other Markets will be charged at £125.00 plus £5.00 per stall per day**

**Farmers/Local producers Market £70.00 per day**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read the conditions and agree to abide by them

I agree to pay the licence fee of £ \_\_\_\_\_\_\_\_\_\_\_

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_

**All temporary markets & fairs may be inspected by the Council’s Markets Team**

David McFarlane

Markets Manager

**CONDITIONS IN RELATION TO THE LICENCE OF MARKETS HELD WITHIN THE BOROUGH OF ST HELENS**

* + 1. The Council will consider licensing a market, each being considered on its own merits.
		2. Permission may be refused at the Councils absolute discretion and the Council will not be obliged to give reasons for such a refusal.
		3. A licence fee based on commercial rates having due regard to the size and nature of the event will be agreed with the Council prior to the event taking place.
		4. Please note that officers of the Council may inspect this event without prior notice and take any action they deem fit.
		5. The operator, its agents or servants holding a craft market must comply in full with section 132 of the 1980 Highways Act in that they must not display any signage whatsoever on Highway Street Furniture

Allegations of discrimination or abusive behaviour will be treated by the Council as "hate incidents" and as such will be reported to the Police for investigation.

A hate incident is any incident which is perceived by the victim or any other person, to be motivated by the offender/offender’s prejudice against any person(s), because of their actual or perceived gender, disability, age, racial origin, religion or sexual orientation.

If a trader is reported as the perpetrator of a hate incident, this may result in that Trader's right to trade being inhibited or revoked.

The Council are required under section 6 of the Audit Commission Act 1998 to participate in the National Fraud Initiative (NFI) data matching exercise. The Council advise applicants that the data held by the authority in respect of your application will be used for cross-system and cross-authority comparison purposes for the prevention and detection of fraud

**Equality Policy**

St Helens Council's work is guided by a clear set of objectives and values, one of which is equality. The Council is committed to eliminating discrimination, promoting equality of opportunity and good relations between people within the local community. We are determined to do everything we can to make sure that people are treated fairly, that everyone has access to good quality services.

Discrimination, which results in unfairness, will not be acceptable under any circumstances.

Traders must ensure that:-

They do not behave in a manner or use language that may be offensive to an individual or group;

As a result of their practice and conduct no individual or group should receive less favourable treatment on the grounds of their race, gender, sexuality, disability, age, religion or any other personal characteristics.