



RULES FOR BELPER MONTHLY MARKET

Belper Farmer's Market continues to be both popular and successful because of the high quality of goods and produce on sale and the friendliness of Stallholders. The Town Council acknowledge that we have experienced a difficult time through the worst of the Pandemic and express our thanks to the Stallholders who stayed with us, especially those who had to trade from the Coppice Car Park for a period of time.

We are all back on the Market Square now and looking forward to making our Farmers' Market the place to come on the 2nd Saturday of the month. These Rules are in the best interests of everyone and are meant to ensure all Stallholders are treated equally and fairly and the running of the Market will be safe and successful.

- 1 All Stallholders must comply with current Trading Standards <http://www.businesscompanion.info/en/quick-guides/food-and-drink/specified-allergenic-ingredients-qanda> and Environmental Health requirements. Amber Valley Borough Council's General Food Safety Information for Food Stall Holders and Farmers Markets can be viewed here: <https://www.ambervalley.gov.uk/business/food-safety/farmers-markets-and-market-stalls/>All Stallholders must be of at least a 3 on the food hygiene rating scheme. Any stallholder displaying unwrapped produce and/or providing food samples must possess a minimum of a flask of hot water, bowl, soap and a towel for hand cleansing purposes. All produce should be clearly labelled with the producer's name and address along with written information about the produce. Stallholders must post prices of their produce in a clearly visible position and may only sell from their stalls the goods detailed in the booking form, or such other goods that have been approved by the Council.
- 2 All Stallholders using gas equipment and electrical equipment must produce current test certificates for the equipment provided by a competent person to the Council on an annual basis.
- 3 The allocation of stalls is solely the responsibility of the Council. Stallholders must accept the location of the stall allocated to them and no encroachment of position will be allowed. **Stalls must be set up by 8 am in time for the market to open at 8.30 am.**
- 4 Stallholders should maintain their stall spaces in a clean and sanitary condition and remove all boxes, packaging and debris **at the end of the market, by 2.00 pm** and remove all debris from site. Stallholders are not permitted to dispose of debris in the Council's skip or bins, householders' bins or public bins on or near the Market. Stallholders shall ensure that, at all times, the goods are displayed in such a manner as to allow the unobstructed movement of the public.
- 5 The Council will invoice the Stallholder each April for attendance at all 12 Markets across the year. No discount will normally be given for non-attendance.
- 6 The Regular stallholders charge will be offered to stallholders who attend on a regular, monthly basis and requires payment of at least six months' rent in advance or payment by a regular Direct Debit. Non-regular stall holders, or stall holders who pay on an ad-hoc basis will be charged the higher rate.
- 7 Notification of non-attendance must be made at least 14 days before the next market. Stallholders should notify the Assistant Town Clerk if they are unable to attend. The Council reserves the right to re allocate the Stall on a temporary basis in this event. No refunds will

be given for non-attendance unless the 14 day notice is given and the Council is able to arrange for a temporary stall to take your pitch.

- 8 No haranguing or aggressive selling techniques should be employed.
- 9 There is a No Smoking regulation for all traders.
- 10 No person other than authorised representatives of the Council shall interfere with or alter the electric wiring of stalls and no unauthorised appliance shall be connected into the Council's electricity supply.
- 11 Stallholders must possess current employee (if appropriate) product and public liability insurance with cover of at least £5 million.
- 12 A breach of these Rules may result in the Council withdrawing a Stallholder's ability to trade at the Market.

For the avoidance of doubt, the following rules MUST be followed:

- In accordance with UK Government laws relating to product labelling, <https://www.gov.uk/product-labelling-the-law> the following must be displayed:
 - the price of products - this must be in sterling (pounds and pence) and include VAT where applicable
 - the price of a single item (the 'unit price') for products that you sell loose
 - metric measures for unit pricing.

- To sell food and drink products, the label must be:
 - clear and easy to read
 - Permanent
 - Easy to understand
 - Easily visible
 - Not misleading
 - The name of the food
 - If any of the ingredients have been irradiated, or have come from genetically modified sources
 - Certain warnings
 - Any food additive you have added
 - Allergen information