



**Brighton & Hove
City Council**

UPPER GARDNER STREET SATURDAY MARKET

Application for Consent to Selling, etc. in Upper Gardner Street, Brighton

I hereby make application for the consent of the Brighton & Hove City Council under Section 3 of and Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 to sell, expose and offer for sale the articles mentioned below and in accordance with the following particulars:

Full Name of Applicant:			
Home address and post code:			
Date of Birth:		Place of Birth:	
Phone:			
Email:			
Address for correspondence: (if different from above)			
Full details of articles proposed to be sold:			
Indicate method of payment (fee to be paid at a later stage)	Annual fee, paid in full	Quarterly installments	

Checklist:

Please tick to indicate agreement

- I understand that my Permit will not be issued until payment has been made
- I have enclosed current insurance documents
- I have enclosed a photo
- I have completed the Disclosure of Convictions and Declaration
- I confirm that I have read and will comply with the standard conditions of the attached Street Trading Policy (the Policy can be found via the following link on our website: [Street trading - guidance and policy \(brighton-hove.gov.uk\)](http://www.brighton-hove.gov.uk/street-trading-guidance-and-policy))
- I understand that if I do not comply with the above requirements my application will be rejected and, if a permit is granted, enforcement action may be taken if I do not comply with the standard conditions of the street trading policy.

Declaration			
The information contained in this form is correct to the best of my knowledge and belief.			
I understand that if I knowingly or recklessly make any false statement in connection with this application, my application could be refused and/or my permit revoked.			
SIGNATURE		DATE	

Disclosure of Convictions and Declaration

Before completing this form please read the guidelines at the end of the form. If you are completing this form by hand please write legibly in block capitals. Use additional sheets if necessary.

Have you been convicted of any offence or foreign offence?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you have been convicted of any offences you must provide details for each conviction the date of conviction, the name and location of the convicting court, offence of which you were convicted and the sentence imposed:		
If you have been convicted of any foreign offences you must provide details for each conviction the date of conviction, the name and location of the convicting court, offence of which you were convicted and the sentence imposed:		

Declaration			
<p>The information contained in this form is correct to the best of my knowledge and belief.</p> <p>I understand that if I knowingly or recklessly make any false statement in connection with this application, my application could be refused and/or my permit revoked.</p>			
SIGNATURE		DATE	

PLEASE SUBMIT THIS COMPLETED FORM TO:

ehl.licensing@brighton-hove.gov.uk

or

**Health, Safety & Licensing
Brighton and Hove City Council
Bartholomew House
Bartholomew Square
Brighton
BN1 1JP**



Brighton & Hove City Council

General Principles:

1. Each case will be decided on its own merits.
2. A person with a current conviction for serious crime need not be permanently barred from registration but should be expected to remain free of conviction for 3 to 5 years, according to the circumstances, before an application is entertained. Some discretion may be appropriate if the offence is isolated and there are mitigating circumstances. However, the overriding consideration should be the protection of the public.
3. The following examples afford a general guide on the action to be taken where convictions are admitted:

Offences involving violence

- It is imperative that applicants with convictions for offences involving violence are considered carefully. When applicants have convictions for causing grievous bodily harm, wounding or assault, or even more serious offences involving violence, at least five years should elapse before an application is considered.

Drug- related offences

- An isolated conviction for a drug offence, whether for unlawful possession only or involving the supply of controlled drugs, need not necessarily debar a candidate from registration, provided the applicant has at least three years free of convictions or five years since detoxification if he/she was an addict.

Indecency offences

- Applicants with recent indecency offences would normally be debarred.

Dishonesty

- Convictions for isolated minor offences should not debar an applicant, but in cases involving serious theft or fraud at least three years should elapse before an application is considered. When offences of dishonesty have been accompanied by violence, it is suggested that at least five years should elapse before registration.

DATA PROTECTION DECLARATION

The Information you have provided will be used for Health, Safety and Licensing purposes, but it may be used for other Council's purposes, where this is permitted by the law. The Council is registered under the Data Protection Act 1998 for these purposes.

This Authority is under a duty to protect the public funds it administers. We may check information that you provide, or information provided by a third party, with other information we hold, to check the accuracy of information; to prevent or detect crime; and to protect public funds in other ways as permitted by law. We may also share this information with other public bodies administering public funds for these purposes. We will not disclose information about you to anyone, unless the law permits us to.

The Council is The Data Controller for the purposes of the Data Protection Act 1998. If you want to know more about the information we have about you, or the way we use your information, please write to the Council's Data Protection Officer, Kings House, Grand Avenue, Hove.

STREET TRADING POLICY

Consent Street	Purpose
Zone A	
City Centre Static consent sites (Dean Street, Marlborough Street, Castle Street, Crown Street, Western Road, Clarence Square)	General trading
Upper Gardner Street	Saturday market
Dukes Street, Market Street	Hot chestnut and other traditional Christmas trading activity
East Street, Dukes Street, Market Street, George Street Hove	Street artists who produce portraits on the street
George Street Hove, Black Lion Street, New Road Jubilee Street	Occasional markets including ethnic, farmers and crafts etc.
Zone B	
Area outside city centre	Mobile and static traders, both as regular occupation and community events and markets

Streets south of Vale Road, Portslade, along Portland Road, Sackville Road, Church Road, Western Road, Montpelier Road, Chatham Place, Viaduct Street, Upper Lewes Road, then southwards down Lewes Road, Albion Street and Grand Parade before heading East along Edward Street, Eastern Road and finishing in Arundel Road and streets within 1 mile radius from the new Falmer Community Stadium shall be prohibited streets with the exception of Kingsway, Kings Road and Seafront, Castle Street, Clarence Square, Crown Street, Dean Street, Marlborough Street, Western Road, Upper Gardner Street, Bartholomew Square, George Street Hove, New Road, Black Lion Street, Jubilee Street, East Street, Duke Street, and Market Street which shall be designated consent streets, and the Council's Parks and Gardens which shall be undesignated.

Streets North of Vale Road Portslade and along Portland Road, Sackville Road, Church Road, Western Road, Montpelier Road, Chatham Place, Viaduct Street, Upper Lewes Road, then southwards down Lewes Road, Albion Street and Grand Parade before heading East along Edward Street, Eastern Road and finishing in Arundel Road shall be consent streets, except that the Council's Parks and Gardens will be undesignated.



Brighton & Hove City Council

Clarification Times of trading:

Upper Gardner Street	7am – 5pm
City Centre	8am – 6pm
Zone B	8am – 6pm (there may be special dispensation to depart from these times upon application in individual cases).

- A waiting list will be administered where sites or types of street trading are oversubscribed.
- There will be no transfer of consents, no joint consents, preference will be given to local residents and consents will be issued not exceeding 12 months.
- Consent holders shall be fit and proper, the activity will cause no danger, obstruction, nuisance, or annoyance to people in the vicinity and will leave 2m unobstructed footway.
- Preference will be given to existing traders at existing sites at renewal.
- Traders will ensure suitable refuse storage and remove refuse at the end of trading
- Traders will wear identity badges issued by the Council or have a paper copy of the badge at all times of trading.
- Traders will take reasonable fire safety measures.
- Consent will only be issued following receipt of appropriate fee. Fees shall be payable annually or quarterly.
- If the site is temporarily unavailable, it will be relocated to a nearby site or suspended and a proportion of the fee refunded.
- Council's Parks and Gardens are not designated areas for street trading purposes and it is not permitted to trade or utilise these areas as part of your trading set-up, without the expressed written consent of the Council/City Parks.
- Traders must ensure the vehicle is parked in accordance to the local traffic regulation orders or you may be issued with a Penalty Charge Notice.