

# Application and Code of Practice

Neighbourhoods  
Trading Standards and Licensing



**Oldham**  
Council

Temporary Market / Car Boot Application Form  
(Including antique events and other sales)

Name of applicant DYLAN LEECH AND JEROME O'MALLEY  
Address [REDACTED]  
[REDACTED]  
[REDACTED]  
Post Code [REDACTED]  
Telephone No. [REDACTED]

Type of Event                      Car Boot Sale       Other Market / Event

Date of Event                      29/7/18  
Time of Event                      10 AM - 4 PM  
Organisation                      NATIONAL CAR BOOT SALES  
Venue of event                      BOUNDARY PARK  
Owner of event                      OLDHAM ATHLETIC F.C.  
Number of vehicles / stalls expected 50

Are the proceeds from the event going to:

A voluntary group          Private gain                        
A registered charity          Charity number                      .....  
Other (Please state) ..OLDHAM.. ATHLETIC F.C.

Please note that from the 1<sup>st</sup> July 2013 the following fee will apply to all applications:-

- £40 for the first 20 stalls / vehicles and £2 per stall / vehicle for every stall above 20

This fee will apply to each individual event, for example if you hold a temporary market / car boot sale on a Saturday and Sunday, in the same weekend, you would need to pay two separate fees.

Payment can be made by:-

**Credit/Debit Card** – In order to pay using a credit or debit card you will need to phone the Oldham Council payments line on 0161 770 4730 and selecting   . Please quote the paying in code – K36455061D9. Once you have paid you will be given a payment reference number. Please make a note of this number & quote it on your application form.

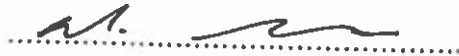
Applications must be made on the prescribed form at least 28 days prior to the date of the sale. Failure to give such notice may render both the organiser and the occupier of the land liable to a maximum fine of £1000 under section 37 of the Local Government (Miscellaneous Provisions) Act 1982

Please return this form to:

Oldham Council  
Licensing,  
Sir Robert Peacock House  
Vulcan Street, Oldham, OL1 4LA  
Telephone: 0161 770 4730

I apply to hold the above temporary market / car boot sale and understand the criteria for holding such an event. I enclose with this application a copy of the public liability insurance.

Signed

  
.....

Date 20-6-18.

Notes:-

- You must declare how many stalls / vehicles you expect to attend the temporary market / car-boot.
- On the day of the temporary market / car-boot, if it is found that the number of stalls / vehicles is above the number declared on the application form, an invoice will be raised for the additional amount.
- You must submit a copy of your public liability insurance, or if you are covered by the insurance of the venue where the temporary market / car-boot sale takes place, then you must provide proof of this

TRADING STANDARDS  
RECEIVED



18 JUN 2018  
FIRST RESPONSE SERVICES



CODE OF PRACTICE

CAR BOOT SALES

Full name of car boot sales organiser: DYLAN PATRICK LEECH  
AND JEROME O'MALLEY T/A NATIONAL CARBOOT SALES

Address of organiser: [REDACTED]

[REDACTED]

Contact telephone number: [REDACTED] Fax: N/A.

Email: [REDACTED]

Car boot sale venue(s): OLDHAM ATHLETIC AFC

Membership of the scheme requires organisers to adhere to the terms and conditions laid out in this Code of Practice.

In determining whether to give consent to a car boot consideration shall be given to ensure there is no economic detriment to Oldham Council or its traders on established markets. Although each application is considered on an application by application basis, it is unlikely that Oldham Council will grant consent to any wholly general retail car boot sale or any market type event that contains a substantial element of general retail.

Where applicable, proof must be provided that the site owner has given permission for their land to be used for the purpose of holding a car boot sale.

The organiser must take out public liability insurance to cover their liabilities to a level of cover of £5 million and a copy of your certificate should be enclosed with your application form.

Organisers need to be aware that if it is intended to operate a car boot event for more than 14 days in any calendar year on a particular piece of land, planning consent must be sought from the local Planning Authority as stipulated by The Town and Country Planning (General Permitted Development) Act 1985. Planning permission is also required if the land the car boot sale takes place on is within a building or a curtilage of a building or the use of the land for a car boot sale involves the construction or siting of any immovable structures. If you believe your car boot sale falls into one of the above categories it may be advisable to speak to the local Planning Authority on 0161 770 4105.

In order to secure a safe and legal environment the car boot sales organiser agrees to the following Code of Practice:

### **Working with Oldham Trading Standards**

1. Liaise with, and take advice from, Oldham Trading Standards on any matters relevant to this Code of Practice or other legal issues relating to the supply of goods at the venue.
2. Provide details of a single point of contact for an employee supervising at the venue on the day of the car boot sale. The organiser is required to liaise with Oldham Trading Standards in respect of any matters relevant to the car boot venue.
3. The organiser is required to participate in a six monthly review with Oldham Trading Standards in relation to the car boot sale. The purpose of the review will be to inspect the organiser's records as required under this Code of Practice, to determine if any assistance is required by the organiser, to discuss problems identified in this period and provide any relevant updates. The six month period of review may be subject to change dependant on the level of problems identified at the car boot sale venue.
4. Notify Oldham Trading Standards of any changes to the organiser's contact details provided in this Code of Practice.

### **Be Aware of Goods being Sold at the Venue**

5. Manage the venue effectively and take reasonable steps to patrol the venue throughout the duration of the car boot sale. This will involve walking around the venue at regular intervals in order to actively monitor the goods being sold.
6. Ensure only second hand goods are sold at the venue. No new goods, seconds, returns or food products are to be sold at the venue. Space must not be granted to commercial traders. No livestock / live animals are to be sold at the venue.

### **Protecting Shoppers from Illegal Goods**

7. Prohibit the supply of illegal goods, which include stolen goods, suspected stolen goods, counterfeit goods, unsafe goods, tobacco goods, alcoholic goods, fireworks, offensive weapons and items of a pornographic nature.
8. If you suspect, or are informed that stolen items may be being sold at the venue then the Police should be contacted immediately on 101.

9. Exclude suspected sellers of illegal goods of any description; and remove sellers found to be selling illegal goods or colluding with sellers of illegal goods. Where such sellers refuse to cooperate with the directions of the organiser, seek assistance from Oldham Trading Standards or other relevant authorities. Any organiser who knowingly allows the sale of counterfeit goods at a venue may also be liable for aiding and abetting the sale of those counterfeit goods and may be charged with an offence along with the seller of those illegal goods.
10. Notify Oldham Trading Standards of any suspected sellers of illegal goods together with details of their identities and vehicles. Organisers should provide a description of the items sold, a description of the seller (sex, age, height, build, hair colour, distinctive features etc) and vehicle details (registration, make, model and colour).
11. Act on information from trade mark and copyright holders and other agencies that may highlight the sale of illegal goods.

#### **Be Aware of who is Trading**

12. Obtain, whilst collecting payment from sellers for their stalls, the name of the individual in control of the stall and the relevant vehicle information (registration, make, model and colour). These details are to be recorded and a receipt issued to the stallholder. Once receipt books are complete these will be returned to Oldham Trading Standards.
13. Prohibit individuals who refuse to supply the information required in 12 from operating at the venue.
14. Ensure that the information obtained in 12 is stored securely and in compliance with the Data Protection Act 1998.

#### **Provide Adequate Facilities at the Venue and have Consideration for the Surrounding Community**

15. Provide adequate toilet facilities at the venue.
16. Ensure any food outlet in operation at the venue has been inspected and approved by the Council's Environmental Health Department.
17. Ensure litter generated at the venue does not gather on surrounding streets and properties.
18. Ensure the venue used for the car boot sale is left clean and tidy.
19. Do not cause or permit notices or posters advertising the event to be displayed on lamp posts, buildings etc, without permission of the owner, or in contravention of the Town and Country Planning Act 1990 (advertisements without permission).
20. Consider and manage traffic problems including access for emergency vehicles and notify the Police where appropriate. The organiser will be responsible for any additional policing costs that may be incurred.

**Communicate the Car Boot Sale Venue's Commitment to Fair Trading.**

21. Display consumer advice posters, supplied by Oldham Trading Standards, at entrances and exits and other agreed points on the venue site when requested.
22. Ensure all staff employed at the venue are aware of this Code of Practice and its requirements.

**If the terms and conditions laid out in this Code of Practice are not adhered to by the organiser then the relevant car boot licence will be revoked.**

**Please note that the submission of an application to hold a car boot sale / event and the completion of this Code of Practice does not give an operator the automatic right to hold a car boot sale and a letter of consent from the market office will still need to be obtained.**

Signed on behalf of the car boot sale organiser: 

Full Name: DYLAN PATRICK LEECH.

Position: DIRECTOR

Date: 15/6/18.

**Contact details for Oldham Trading Standards – request to speak to the Duty Officer  
(08:40hrs – 17:00hrs: Monday - Friday)**

Telephone number: 0161 770 3470  
Fax number: 0161 770 3481  
E-mail address: tradingstandards@oldham.gov.uk

Address: Oldham Council  
Sir Robert Peacock House  
Vulcan Street  
Oldham  
OL1 4LA

**Officer contact details:**

Daniel Moore  
Trading Standards Officer  
0161 770 4498  
daniel.moore@oldham.gov.uk

Kirsty Crowther  
Senior Trading Standards Officer  
0171 770 5022  
kirsty.crowther@oldham.gov.uk