



Street Trading Applicant Guidelines

**North Somerset Council, Licensing Team,
Town Hall, Walliscote Grove Road,
Weston-super-Mare, BS23 1UJ
Tel: 01934 426 800
Licensing@n-somerset.gov.uk**

What is street trading?

If you want to sell or offer for sale any article in a street, you must have a street trading licence or street trading consent.

Whilst there are no prohibited streets in North Somerset, permission will not normally be granted for trading on any of the district promenades or beach areas.

If you're selling goods on foot, door to door, place to place or town to town you may require a Pedlars certificate which is [issued by the Police](#).

Are there any exemptions?

You will not need permission in the following situations:

- Selling goods on the curtilage of a premises, so long as the goods being sold are those of the normal business of the premises e.g. fruit & veg at a greengrocer.
- Selling newspapers or periodicals e.g. Big Issue sales
- At a market organised under a formal charter agreement,
- If you have a set “round” such as sandwiches to factories and offices.
- If you are providing information only about a product/service/charity but there is no ability for a customer to buy, sign up to a contract or donate at the unit/pitch.

Where can I trade?

North Somerset Council does not have set pitches or sites. It is up to each applicant to identify the site at which they would like to trade and apply accordingly.

If the site is on private land you will need to obtain written permission from the landowner to include with your application.

If the site is on North Somerset owned and managed land (not adopted highway) you will need permission to occupy the land and provide a copy of the consent with your application.

All applications will then be subject to a consultation process to ensure the site is safe for trading and there are no objections from any Authorities or local residents and businesses.

What sort of consent or licence do I need?

We issue Street Trading permissions under the following categories:

<p>Commercial pitches</p>	<ul style="list-style-type: none"> • Individual units for daily, weekly, quarterly, or annual use. • Tiered fee structure for licence streets, commercial areas, other highway sites.
<p>One – off events</p>	<ul style="list-style-type: none"> • Individual units for daily, weekly use. • Required where there is free entry to the event. • Can be applied for as an organised “block consent” by the event organiser where there are several traders engaged by them at a single event. (See later section for guidance) • Standard unit/stall fee. • Higher tier of fees for events with footfall over 15,000 people.
<p>Returning events</p>	<ul style="list-style-type: none"> • Events which return to the same site (2-15 times a year with the same traders and layout) may apply for an annual permit. • 15 occasions per year at any one site for capped fee.
<p>Farmers Markets</p>	<ul style="list-style-type: none"> • Will typically sell locally produced fruits, vegetables, meats, cheeses, drinks etc with produce from within a 25-mile radius of the market. • Daily/weekly/quarterly permissions with tiered fees. • Annual permission available for capped fee.
<p>Craft Markets / Street fairs</p>	<ul style="list-style-type: none"> • Examples could include Christmas Markets, school fairs/fetes with small stalls, fundraisers etc. • Daily/weekly/quarterly permissions with tiered fees. • Annual permission available for capped fee.
<p>NSC Concession holders</p>	<ul style="list-style-type: none"> • Additional occasional units supplied in addition to formally tendered concession agreement with North Somerset Council.

How long will it take to get permission?

The consultation period will be dependent on the duration of the Consent or Licence. The consultation period will start once all the necessary documentation and the correct fee is received.

Licence duration (days)	Consultation period (days)
1-6	7
7-14	14
*15 +	28

*For new applications of 15 days or more, applicants are also required to display a notice at the site for a period of at least 28 days.

How will my application be assessed?

Applicants should consider the following:

- a) **Public Safety** - applicants should consider when making their application which steps will be taken to promote public safety and how that might be achieved. The location of the proposed street trading activity should not present additional risks to the public in terms of road safety, obstruction, and fire hazard.
- b) **Prevention of Crime and Disorder** - applicants should consider when making their application how they will protect the public and local residents from crime and anti-social behaviour. The proposed activity should not present a risk to public order. This is likely to be more of an issue in respect of applicants wishing to trade at later hours.
- c) **Prevention of Public Nuisance** - applicants should consider when making their application how they will control the level of noise or other nuisances emanating from the pitch. Consideration will be given to measures taken to reduce the risk of nuisance from noise, refuse, vermin, fumes, and smells.
- d) **Commercial need** - Consideration will be given to the number of other traders in the vicinity of the application site. The presence of other like trading outlets and the proximity of schools will be taken into consideration.

Fast-food vendors will **not normally** be permitted to trade within **500m of a school**. On lay-bys and trading estates, no other street trading consents will be granted within **500 metres of an existing consent**.

- e) **Sustainability and Product Type** - The applicant should set out measures to reduce the environmental impact of the proposed activity. Wherever possible, food traders will be expected to use biodegradable materials in connection with the packaging of food served to members of the public. Single use plastics will not be permitted.
- f) **You must be 17 years old or over to apply.**

What will I need to supply with my application?

New application:

- A completed Street Trading application form.
- A deposit of 25% of the full fee for an annual Consent or Licence.
- Fees for all other periods will require submission of the full fee with the application.
- A map of the trading site which shows the scale used. The map should clearly identify the position of the trader(s) and any permanent street furniture, buildings, trees, access points etc.
- A colour photograph of the stall, van, unit, etc that will be used for the street trading activity.
- A copy of the certificate of insurance that covers the street trading activity for third party and public liability risks up to a maximum of £5,000,000.
- If an event organiser submits a “block consent” application, they must supply the insurance and other supporting information for each individual stall/unit operator covered by the consent. (See later section for guidance)
- Evidence of a formal commercial waste transfer agreement.
- Written permission from the owner of any private land where the street trading is to be conducted on.
- Copy of permission to occupy any area of land owned or managed by North Somerset Council (land which is not a public highway).

Renewal application:

- A completed Street Trading application form.
- The full fee (unless the renewal is for an annual Consent or Licence where a quarterly invoice can be arranged).

- An updated copy of the certificate of insurance that covers the street trading activity for third party and public liability risks up to a maximum of £5,000,000.
- Evidence of the continuation of a formal commercial waste transfer agreement.

If I am an event organiser, can I submit a block application for all my traders?

Yes – as the organiser you will become responsible for all the individual trading activities, including the collection and payment of the relevant fees to the Council, where appropriate.

Applications for block consents must also include:

- Third Party & Liability Insurance covering all traders, or collated individual insurance for all traders.
- Food hygiene and Gas safety certification for all traders as appropriate.
- A site plan showing the maximum number of expected traders and an indication of the type of goods being sold.
- A final list of all the confirmed traders to be covered by the block consent must then be provided (with supporting certification) a minimum of 5 working days before the consent is used.
- Event organisers who include 5 or more traders will normally be required to apply for a block consent.

Unless the application is for an annual “returning event” (up to 15 occasions per year), a separate application will still be required for each further event held.

What happens if I have objections to my application?

If a relevant objection is made against an application for a Street Trading Licence or Consent, the applicant will be contacted to discuss the reasons for a potential refusal of the application. During this discussion, the applicant will be informed of the criteria from the policy which are considered to have not been met and they will be given an opportunity to discuss any relevant matters in relation to the application.

If after this discussion the applicant still wishes to continue with the application, the application will be referred to the Licensing Committee for determination.

How soon can I trade once my application is accepted?

If there are no objections to your application, you can begin trading the day after the appropriate consultation period ends.

If your application is heard (and granted) by a Licensing Committee you may start trading immediately.

You will receive a paper consent/licence which you will need to retain at the trading site. There is no need to display this, but it needs to be available for inspection.

How much will my consent or licence cost?

Fees are reviewed on an annual basis and are published on the Council website. These are the current [Street trading fees 2024-2025](#) .

Annual consents may be paid by quarterly instalments, invoices will be sent in advance. Failure to pay may prevent a consent or licence being renewed.

Can anyone help me with the application?

We offer a “pre-application” service. For the stated fee we can help with completion of the forms, advice on what to include, and what to consider before you apply.

Please note that this is not a guarantee that the application will be granted as there may still be objections from the statutory agencies or interested parties. In this case the matter will be referred to the Licensing Committee who will determine the application.

An application may still be refused this way despite the pre-application advice having been given.

If I need help with the application process or advice about fees who can I contact?

In the first instance please contact the Licensing team:

Licensing@n-somerset.gov.uk

01934 426800