

**WOORE PARISH COUNCIL**

Clerk: Miss S.H. Pimlott  
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Licensing,  
Shropshire Council,  
Shirehall,  
Abbey Foregate,  
Shrewsbury,  
Shropshire SY2 6ND

SENT BY EMAIL AND BY POST

1<sup>st</sup> March 2017

Dear Sirs,

**Shropshire Council Street Trading Policy 2017-2022 Consultation**

- ① Further to your email of 30<sup>th</sup> January concerning the above policy, I write to indicate that, at its meeting on 13<sup>th</sup> February 2017, Woore Parish Council resolved to approve and support that policy.

Yours faithfully,

**Sarah Pimlott**  
Clerk to Woore Parish Council

Good afternoon,

Please find the response on the above consultation from Ellesmere Town Council which was approved by Full Council on the 6<sup>th</sup> March, 2017.

- ① **That they agree with the schedule of streets as listed and to advise Shropshire Council that the Town Council wish to keep under review the possibility of delegation of the licensing responsibility to the Town Council in the future. There were concerns regarding the enforcement aspect but in the meantime the Town Council expect meaningful engagement/consultation on any licensing applications and decisions being made by Shropshire Council under the proposed policy.**
- ② **The map and list of streets do not match in certain areas such as the map shows: Church Lane, Love Lane and St. John's Hill included but they are not on the list and Mereside is not marked on the map. Also, Scotland Street should be recorded as "part" and New Wharf Road should be added onto the list of Consent Streets.**

Kind regards,

*Mandy*

Mandy Evans  
Town Clerk and Responsible Finance Officer  
Ellesmere Town Council

Tel: (01691 622689)

Email: [clerk.ellesmeretc@btinternet.com](mailto:clerk.ellesmeretc@btinternet.com)

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27/04/2017 10:53:10

From: "Mandy Evans" <clerk.ellesmeretc@btinternet.com>  
Sent: 19/04/2017 11:21:17  
To: "Jessica Moores" </O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=7A96F8C73EA8496C95D0676A587779A3-JESSICA MOO>  
Subject: RE: Shropshire Council Street Trading Policy 2017 - 2022

Hi Jessica,

Please find clarification from the Planning, Economic, Development Land Committee.

Regards,

Mandy

From: Jessica Moores [mailto:Jessica.Moores@Shropshire.gov.uk]  
Sent: 12 April 2017 12:15  
To: 'clerk.ellesmeretc@btinternet.com'  
<clerk.ellesmeretc@btinternet.com>  
Subject: Shropshire Council Street Trading Policy 2017 - 2022

Hello Mandy

Thank you for submitting Ellesmere Town Council's response to the Street Trading Policy 2017 – 2022. Having reviewed all the comments received there are just a few points of clarification we require from Ellesmere Town Council:

- ③ Ellesmere Town Council would like New Wharf Road to be adopted as a consent street for street trading? Confirmed.
- ④ The area of Scotland Street which should be named as a consent street is between the junctions of Victoria Street and Market Street? Yes.
- ⑤ Where Church Lane has been referred to does this mean Church Hill? If not where is Church Lane? Should be Church Hill.
- ⑥ Where is Love Lane? Off Birch Road. Between Birch Road and St. John's Hill.
- ⑦ For the streets on the map which are not included in the list – Church Lane, Love Lane and St John's Hill, would the Town Council like these to be included as consent streets, or removed from the map? Removed and should be prohibited areas.
- ⑧ Does the council wish for all streets to remain as consent streets? All the streets the Town Council agreed to in their response.

If you would be able to respond to the above by the 21st April I would be grateful. Please let me know if you have any questions.

Kind regards

## Jessica Moores

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**From:** Mandy Evans <clerk.ellesmeretc@btinternet.com>  
**Sent:** 12 May 2017 12:10  
**To:** Licensing  
**Subject:** RE: Shropshire Council Street Trading Policy 2017 - 2022

Hi Jessica,

④ The Town Council's opinion is that the narrowness of these streets make them appropriate to be assigned as prohibited streets.

Hope this helps,

Mandy

**From:** Jessica Moores [mailto:Jessica.Moores@Shropshire.gov.uk] **On Behalf Of** Licensing  
**Sent:** 12 May 2017 10:21  
**To:** 'clerk.ellesmeretc@btinternet.com' <clerk.ellesmeretc@btinternet.com>  
**Subject:** Shropshire Council Street Trading Policy 2017 - 2022

Hi Mandy

Thank you for your below email.

I just need a bit of further clarification re. the below comment

- For the streets on the map which are not included in the list – Church Lane, Love Lane and St John's Hill, would the Town Council like these to be included as consent streets, or removed from the map? Removed and should be prohibited areas.

Where 'prohibited areas' are referred to, is the Town Council asking that Church Hill, Love Lane and St John's Hill are removed from showing as consent streets on the maps – as this was an error in the mapping in the draft, and returned to showing no designation as far as street trading is concerned (as they have been up to now). Or are the Council asking that these streets specifically are adopted as 'prohibited streets' as defined by the street trading policy?

Sorry to come back to you again on this, we just need to clarify exactly what has been requested to ensure the Town Council's requirements can be met through the policy.

Kind regards

**Jessica Moores**  
**Public Protection Officer - Professional**  
**Trading Standards & Licensing**

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Dear Sir/Madam.

I am emailing you feedback concerning the above policy.

- ① Shropshire Fire & Rescue Service (SFRS) would like to ensure that any potential Traders, Caterers, Event Organisers etc. are aware of their legal requirements concerning adequate fire safety provisions. The Regulatory Reform (Fire Safety) Order 2005 requires that any premises, other than a single domestic dwelling would require a suitable and sufficient fire risk assessment to be carried out. The Responsible Person is also required to complete written findings of the Actions, Control Measures and list the Fire Safety Provision within their demise.

The information detailed below should be referenced within the Street Trading Policy:

#### Fire Safety

##### Compliance with the Regulatory Reform (Fire Safety) Order 2005: (FSO)

The person responsible for planning public events should be aware of their legislative duties under the above Order.

For larger events, in larger buildings or temporary structures or where high risk activities such as fireworks are planned, it may be necessary to employ a 'competent person' who has relevant training and experience in fire safety risk assessment and management, such a person may be needed to assist the organisers in undertaking the following:-

- ☞ Fire Risk Assessment
- ☞ General Fire Precautions
- ☞ Fire safety management, including testing and maintenance of fire safety provisions
- ☞ Assessing the adequacy and requirements for escape routes and exits
- ☞ Maximum safe occupancy levels for places of assembly
- ☞ Evacuation planning – Incorporating a “dynamic” Crowd Management Plan
- ☞ Provision of suitable fire alarms and emergency lighting
- ☞ Provision and location of suitable firefighting equipment
- ☞ Provision of trained stewards or other staff for firefighting and evacuation
- ☞ Carrying a fully “integrated” evacuation plan. This should also incorporate those other premises in close proximity to your event. An evacuation of a large business would undoubtedly have an impact on your event, likewise your event may also have an impact on the other premises evacuation strategies

Shropshire Fire and Rescue Service, Fire Safety Officers are able to advise on the steps necessary to achieve compliance with fire safety regulations, and to provide the "Responsible Person"™ with relevant guidance on how to prepare and manage events safely but; the Service will not plan it for you, or formulate your event documentation.

***As an enforcement authority we have a duty to ensure full compliance with the FSO is achieved, therefore we cannot take "ownership" of any of the Risk Control Measures detailed in your Event Documentation.***

At all times it remains the duty of the "Responsible Person"™ to ensure the necessary measures are identified, taken and maintained to ensure the safety of people from fire.

A failure to do so, where persons are placed at risk of injury, is a serious criminal offence for which the "Responsible Person"™ may be prosecuted.

Guidance for planning fire safety and carrying out effective fire risk assessments at events in places of assembly or open air events is available for free download on:

<https://www.gov.uk/government/publications/fire-safety-risk-assessment-open-air-events-and-venues>

A link below also takes you to the SFRS website. Here you can find various fire risk assessment templates and additional advice:

<https://www.shropshirefire.gov.uk/safety-at-work/regulatory-reform-order>

Further guidance on fire appliance access requirements is provided below:

- ☛ Access routes to and within the site should be checked to make sure that they can take the maximum weight and wheelbase of fire engines (see Table 4)

**Table 4 Typical access requirements for fire engines**

| Appliance type | Width of road (metres) | Width of gateway (metres) | Turning circle (metres) | Clearance height (metres) | Weight (tonnes) |
|----------------|------------------------|---------------------------|-------------------------|---------------------------|-----------------|
| Pump           | 3.7                    | 3.1                       | 16.8                    | 3.7                       | 12.5 - 17       |
| High Reach     | 3.7                    | 3.1                       | 29.0                    | 4.0                       | 17"25           |

#### **Emergency Response Planning " Fire**

Persons planning events should give detailed consideration to the needs of the fire and rescue service and in particular the following:-

- ☛ Liaison with fire and rescue service before the event (directly or through the Safety Advisory Group)
- ☛ Summoning the fire and rescue service in event of emergency
- ☛ Liaison with the fire and rescue service on arrival at and during an emergency
- ☛ Access for fire and rescue service vehicles and equipment
- ☛ Water supplies for fire fighting

All considerations must be applied, with due regards to, the size of event, numbers of attendees, risk profile of attendees, location of event and be site specific (generic documentation will not be considered acceptable).

*If I can assist in any other way, or to aid clarification please do not hesitate to contact me on the details below.*

*Regards,*

*Paul.*


Paul Fulgoni | Watch Manager - Development / Projects

A: Protection Department, Shropshire Fire and Rescue Service,  
St Michael's Street, Shrewsbury, Shropshire, SY1 2HJ.

T: 01743 260256 | M: 07791452418 |

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## OSWESTRY TOWN COUNCIL – STREET TRADING IN OSWESTRY TOWN

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### PURPOSE

- ① This document aims to set out the Town Councils aspiration for street trading in the town and it has been prepared in response to Shropshire Council's feedback on the Oswestry Town Council (draft) Street Trading Policy.

### OBJECTIVES

- ② The Town Council have been clear in setting that in accepting the delegation of street trading powers from Shropshire Council they wish to
- Protect Oswestry's Heritage as a Market Town;
  - Encourage footfall throughout the Town Centre area;
  - Support Town Centre businesses.

### Context

- ③ Markets have been a major part of the trading and historical importance of Oswestry and have existed for many centuries. The first known Charter was granted during the reign of Henry II when the Town was known as Whiteminster. In 1262 a Charter was granted by John FitzAlan, Lord of the Manor To our Burgesses of our village of Oswaldestree.

- ④ Legislation to operate the market is set out in the Royal Charters granted by James I and Charles II and more recently under the Markets and Fair Clauses Act 1847 and the Oswestry Markets and Fair Clauses Act 1848. The Council has also adopted the provisions of Part III of the Food Act 1984 and Section 37 of the Local Government Miscellaneous Provision 1982.

- ⑤ As the Market Authority for the Town, Oswestry Town Council is fully committed to maintaining the long-established tradition and heritage of the indoor and outdoor markets in Oswestry town centre. The Council is working closely with the Business Improvement District (BID) Project to raise the quality of the town centre retail offer, to attract new visitors, and to improve the town centre generally

- ⑥ It is, however, clear that internet shopping and other retail trends and competition has had an adverse effect on the number of market traders attending the town's Wednesday and Saturday outdoor markets on the Horsemarket and Bailey Head .

- ⑦ The Indoor Market on the Bailey Head has also been affected by the reduction of the outdoor market, and the resulting 'draw' of shoppers. One of the findings of the Mary Portas project in the town centre was that the markets (and the town centre generally) need to be revitalised. One way to achieve this is to create activity in the streets, to draw in shoppers. The Council has recently received consent from the Planning Authority to operate the market in Bailey Street.

## CURRENT POLICY

In order to promote the town of Oswestry and to protect local retailing, it is the Town Council's preference for street trading to be prohibited from all streets. Future activities would be operated and licenced under the Town Council's market rights.

The Town Council's current policy, since powers have been delegated to it, is in line with the Shropshire Council policy of streets being designated as consent streets. However, the Town Council decided not to issue any street trading consents during 2017/2018.

This policy would remain in place until it is superseded by the introduction of a new Shropshire Council policy and the Principal Authority would then retain responsibility for Street Trading.

Reason: To retain adequate weekday parking in the town and to safeguard the living conditions of nearby residents.

4. The market shall comprise solely of traditional market stalls (i.e. demountable pole structures erected on site), open table top type stalls and no more than four motorised or trailer self contained retail units of which there shall be no more than one of the lorry/articulated/rigid box van type. There shall be no fairground type facilities such as bouncy castles.

Reason: In the interests of the visual and residential amenities of the area.

### Informatives

Pavement Permits are required where a business wishes to use areas of the highway for trade. In order to carry out such activities the business must apply to Shropshire Council for a pavement permit.

The permit is for businesses that uses the pavement for their trade. This includes tables and chairs for cafes and bars, as well as shelving or storage for displaying goods. If you are unsure whether you need a permit for your business, please visit the Shropshire Council webpages or contact our Customer Service Centre on 0345 678 9000.

Any business which intends to have the provision for the sale of alcohol on the pavement area needs to ensure that the pavement area is covered by their existing premises license. If this is not the case a variation of the license may be required. To access information on this subject please visit the following link and follow links to minor variations:  
<http://www.shropshire.gov.uk/licences.nsf/open/E5ABE557F648CBCA8025754E0057B731>

Any business selling food must ensure that they have registered as a food business. The form required can be found at the following address:

<https://new.shropshire.gov.uk/environmental-health/food-safety/food-safety-for-business/register-a-food-business/>

The completed form should be completed and returned to the Health Promotion and Prevention team, Public Protection, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND and it is recommended that it is returned prior to the food premise opening.

The applicant should ensure that the design and layout ensures that all food safety and hygiene legislation can be complied with in full.

Should permission be granted approval any users of the site must ensure that they are aware of any traffic restrictions which may be in place to protect the safety of highways users and reduce congestion.

It is requested that the Town Council consults with the Council's Conservation team with regard to the design of the proposed stalls and in relation to any proposed associated lighting and signage.

Reason: In the interests of preserving and enhancing the character and appearance of the Conservation Area.

**Mandy Beever**

**From:** Jessica Moores  
**Sent:** 01 June 2017 17:53  
**To:** Mandy Beever  
**Subject:** FW: Street Trading Legislation

Jessica Moores  
 Public Protection Officer - Professional  
 Trading Standards & Licensing

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📍 Shropshire Council | Shirehall | Abbey Foregate | Shrewsbury | Shropshire | SY2 6ND

**From:** Arren Roberts [<mailto:a.roberts@oswestry-tc.gov.uk>]  
**Sent:** 01 June 2017 12:19  
**To:** Jessica Moores <[Jessica.Moores@Shropshire.gov.uk](mailto:Jessica.Moores@Shropshire.gov.uk)>  
**Cc:** David Preston <[d.preston@oswestry-tc.gov.uk](mailto:d.preston@oswestry-tc.gov.uk)>  
**Subject:** RE: Street Trading Legislation

- ① Hi Jess, the Markets and Car Parks Committee met last night and agreed with the recommendations to:
- Prohibit street trading in the Town Centre;
  - Hand back the delegation of street trading to Shropshire Council.

The recommendations were made following the meeting that David and I had with yourself and Mandy and the feedback you gave us on the draft policy. The Town Council believes that its objectives can be achieved through its existing market rights and through the planning permission recently obtained. It also feels that Shropshire Council is better placed to deal with enforcement issues particularly as any street traders, trading in contravention of the policy would be doing so on Shropshire Council owned land.

The Town Council understands that this will require the agreement of the Strategic Licencing Committee and then public notification of the changes. We were reassured that the Town Councils recommendations would be acceptable.

- ① Just a couple of additional points that the Members made, should Shropshire Council seek to change its street trading policy in the future, a full consultation exercise and a discussion on delegation would be requested. Whilst
- ② Street trading hasn't been a significant problem in Oswestry there are concerns about organisations such as Talk talk and Sky who collect direct debit sign ups. There is an argument that they are displaying goods for sale and should come under street trading legislation; that said we would be interested in some regulation of these organisations conduct as introduced in Shrewsbury Town Centre.

I hope this covers everything that you need, if not please get back to me.

Best wishes and thank you for your advice and guidance

Arren

---

**From:** Jessica Moores [<mailto:Jessica.Moores@Shropshire.gov.uk>]  
**Sent:** 31 May 2017 11:39  
**To:** Arren Roberts  
**Subject:** RE: Street Trading Legislation

Hi Arren

Just a few points for clarification (to make sure we're absolutely clear!):

- The Town Council wish for all current consent streets in Oswestry Town Centre to be prohibited for street trading?
- Oswestry Town Council wish to hand back the delegation of Street Trading to Shropshire Council?

The above would take effect from the date the prohibition of the streets comes into force. We need to go through the process of getting agreement from Strategic Licensing Committee to prohibit the streets, and then public notification. We will notify the Town Council in writing once this has been done, and let you know the date that the streets are prohibited from, and the date from which Shropshire Council will resume authority over Street Trading in Oswestry.

If you can get back to me asap to confirm agreement with the above that would be great so we can include the changes in the committee report.

Thanks

Jess

**Jessica Moores**  
Public Protection Officer - Professional  
Trading Standards & Licensing

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**From:** Arren Roberts [<mailto:a.roberts@oswestry-tc.gov.uk>]

**Sent:** 17 May 2017 12:45

**To:** Jessica Moores <[Jessica.Moores@Shropshire.gov.uk](mailto:Jessica.Moores@Shropshire.gov.uk)>; Mandy Beever <[mandy.beever@shropshire.gov.uk](mailto:mandy.beever@shropshire.gov.uk)>

**Cc:** David Preston <[d.preston@oswestry-tc.gov.uk](mailto:d.preston@oswestry-tc.gov.uk)>

**Subject:** Street Trading Legislation

Dear both, thank you for your time last week to discuss the Town Council's draft street trading policy.

As agreed, David and I have set out what the Council seeks to achieve from Street Trading Legislation and this is detailed in the attached document. We believe that what we want to achieve can be done under our Market Rights rather than Street Trading Legislation, we previously understood that Street Trading took precedent over Market Rights.

Given our discussion and your feedback it is our understanding that the Council's aspiration for street trading could be achieved within a broad Shropshire Council policy with Oswestry specific policies. If this is the case then there is no benefit in the Town Council taking on responsibility for Street Trading and that it would sit with Shropshire Council. That said, it is our understanding that Street Trading will sit with OTC until the new policy is adopted by Shropshire Council.

Could you please let me know when the strategic licencing committee is due to meet as I need to prepare a report to our Council to cover this issue off.

Arren

Arren Roberts  
Assistant Town Clerk

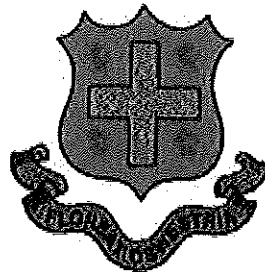
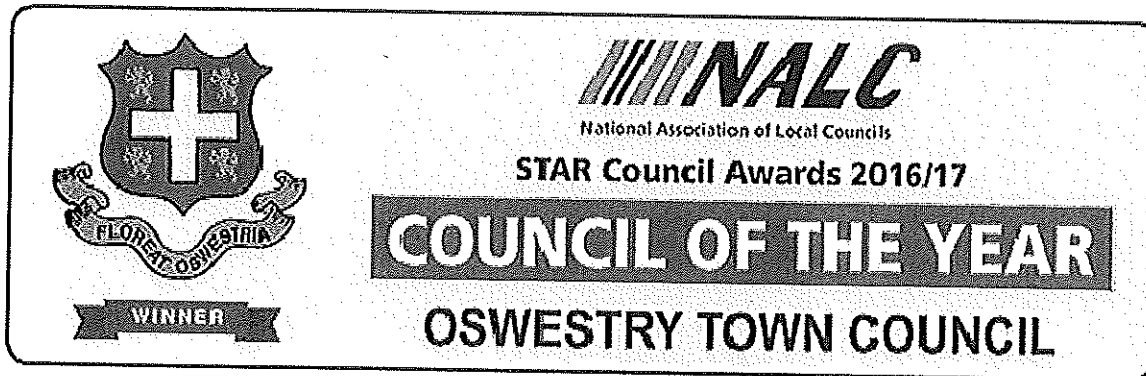
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**Oswestry Town Council**  
The Guildhall,  
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**Jessica Moores**

**From:** Helen Ball-STC  
**Sent:** 31 May 2017 13:38  
**To:** Jessica Moores  
**Subject:** Street Trading Policy

- I refer to the recent consultation into a countywide approach to Street Trading and the local criteria based in Shrewsbury. I am grateful to Licensing Staff for sparing the time to look at the implications of the proposed policy for Shrewsbury.
- ① On the whole the Prohibition on Street Trading in Shrewsbury works well and the areas identified as consent streets allow for events/activities to take place. These should be continued. We have identified a number of other locations that may need to be added to the list of Consent Streets where street trading activity already occurs; these include:
    - The entrance to Porthill Bridge off Porthill – Shropshire Horticultural Society place a ticket booth for the sale of Flower Show Tickets
    - The area adjacent to the disabled ramp in Frankwell Carpark – traditionally places a tea/coffee van is sited there for use by those wishing to access transport from the carpark to the Quarry Park on Flower Show Days. We are to understand this is an arrangement between the vendor and Zoe Mortimer in Highways
  - ② The Town Council has also been in discussions with both the Churches Conservation Trust and the St Chads PCC regarding the possible use of the St Mary's Closed Church Yard as a possible venue for events and activities. The Town Council is happy that those areas identified as Consent Streets are amended to Licensed Street to allow for greater control on street trading activity than were they to remain as Consent Streets.
  - ③ However in looking at this in more detail there are a number of areas where activities take place as part of bigger events in which those activities may be interpreted as Street Trading; an example of this would be the mini fairground rides along Shoplatch as part of the Christmas Lights Switch on.
  - ④ The Town Council would welcome some additions to the Policy which would allow for greater co-ordination with other regulations. We already have a Premises Licence (PN/SC1043) for many of the streets within the Town Centre which allows for the provision of entertainment to facilitate community events; these include:
    - Pride Hill
    - High Street (between Pride Hill & Milk Street)
    - St Chads Closed Church Yard
    - Old St Chads Church Yard
    - Butcher Row
    - St Alkmunds
    - Library Gardens
    - Periphery of Rowleys House
    - Paved Area of Hills Lane
    - Shoplatch Including Mardol Head
  - ⑤ Could there be some reference to consents to street trading in those locations where there is a reliance on the use of the Town Centre Premises Licence for entertainment, whereby street trading is incidental to another planned activity.

Regards

Helen Ball BA (Hons) FILCM  
 Town Clerk

Shrewsbury Town Council

Riggs Hall

Castle Gates


The Library


Shrewsbury

SY1 2AS

Tel: 01743 257650

Web: [www.shrewsburytowncouncil.gov.uk](http://www.shrewsburytowncouncil.gov.uk)

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**Gold Medal 2014**

**50 YEARS**   
FIS BRITAIN IN FLOOM  
**Champion of Champions 2014**





Our ref: SHARE/ 50913295  
Your ref:

The Licensing Team  
Shropshire Council  
Via Email: [licensing@shropshire.gov.uk](mailto:licensing@shropshire.gov.uk)

Patrick Thomas  
Asset Manager  
Operations Directorate

The Cube  
199 Wharfside Street  
Birmingham  
B1 1RN  
[www.highways.gov.uk](http://www.highways.gov.uk)

Direct Line: 0300 470 3407

02 June 2017

Dear Sir / Madam,

### STREET TRADING POLICY 2017–2022

- ① Thank you for forwarding me details of the above referenced consultation. Highways England is responsible for the operation and maintenance of the strategic road network (SRN) in England. The network includes all major motorways and trunk roads. The SRN in Shropshire includes the M54 motorway and A5, A49, A458 and A483 trunk roads.
- ② We have reviewed the proposed Street Trading Policy and are generally in support of the proposals. We have included a number of comments, which we feel clarify Highways England's role, particularly when potential trading sites are located on or near to the SRN. Highways England's priority will always be to ensure the safe and effective operation of the SRN.

The table below contains a summary of our main comments in respect of the consultation.

| Paragraph/Item         | Comment   |
|------------------------|---|
| ③ Paragraph. 2.19      | Details should be added to clarify that Highways England will be consulted in all cases where an application is being made on or adjacent to the strategic road network, or where a proposal has the potential to impact on the strategic road network. |
| ④ Appendix 1           | It would be beneficial to Highways England if the blanket protection of A and B class roads was extended across the county to provide a consistent approach to licencing and enforcement.   |
| ⑤ Appendix 4, item 1.2 | Reference should be added to require Highways England's views to be sought when an application is made for trading on or adjacent to the strategic road network.  |
| ⑥ Appendix 8           | References to 'the Highways Agency' or 'the Highways England' should be amended to read 'the Highway Authority for the Strategic Road Network'.   |

|       |   |
|-------|---|
| ⑦ N/A | Where lay-bys meet the appropriate standards, as required by DMRB TD 69/07 (6/3 Part 3) The Location and Layout of Lay-Bys and Rest Areas and SP 04/16 Trading from Lay-Bys, it may be appropriate for them to be designated as Licensed Streets. This may give more certainty to prospective businesses, who in turn are more likely to invest in higher-quality facilities and help to look after their trading location. |
|-------|---|

- ⑧ In conclusion, for the avoidance of any doubt, the entire SRN in Shropshire should be designated as 'consent streets'. This is to safeguard against any potential detrimental impacts on the SRN.
- ⑨ Highways England should also be consulted on all license applications which could impact on the SRN and their recommendation should be applied in all cases.

Please do not hesitate to contact me if you require any more information or clarification.

Yours sincerely



Patrick Thomas  
 OD Midlands  
 Email: [Patrick.Thomas@highwaysengland.co.uk](mailto:Patrick.Thomas@highwaysengland.co.uk)

**Mandy Beaver**

**From:** Graham Downes  
**Sent:** 21 July 2017 13:04  
**To:** Mandy Beaver  
**Cc:** Ian Walshaw; Victoria Doran; Chris Fisher; Andrew Keyland  
**Subject:** RE: Street Trading  
**Attachments:** A458 Morville Cafe.pdf; A464 Priorslee Road Cafe.pdf; A41 Pickmere to Tong - Cafe.pdf; A41 Tong.pdf; A41 Cosford - Cafe.pdf; A41 Pickmere (a) - Cafe.pdf; A41 Pickmere (b) - cafe.pdf; A41 Tong Havannah - Cafe.pdf; A442 Sutton Maddock - cafe.pdf; A49 cafe.pdf; A 528 Ellesmere Road, Shrewsbury.pdf; A488 Lea Cross.pdf; Battlefield Way, Shrewsbury.pdf; A458 Cressage.pdf; Wolfshead.pdf; A458 Weeping Cross Island.pdf; A49 Shrewsbury, south of Battlefield Island.pdf; A49 Shrewsbury, north of Preston Island.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Afternoon Mandy,

- ① I refer to our recent meeting and email correspondence below.
- ② I am providing a response for the group of highway managers across the five different areas of Shropshire.
- ③ Attached to this email are a number of site plans which show know locations of roadside snack bars / cafés for 3 of the 5 areas. I have copied all managers into the reply and will leave the responsibility of providing additional plans to them and they will forward them onto you directly.

In response to the questions posed below I would answer as follows :

- ④ • No further comments about the streets listed in the policy.
- ⑤ • No additional streets to be adopted as licensed / consented streets.
- ⑥ • No amendments or alterations to the application process.
- ⑦ • No additional conditions to be added to license or application process.
- ⑧ • Estimated time charged for inspections should be 2 hrs per divisional area per month, therefore a rate of £25.00 per hour should be applied. The inspections can be undertaken as part of the highway technicians monthly driven safety inspections which are undertaken by two staff members. Anticipated Countywide annual fee would be £3.0k.
- ⑨ • Plans of a number of locations Countywide where layby's are occupied by street traders.

If there are any issues or require further assistance please do not hesitate to contact me.

Regards

Graham

**From:** Mandy Beaver  
**Sent:** 19 June 2017 16:03  
**To:** Victoria Doran <victoria.doran@shropshire.gov.uk>; Chris Fisher <chris.fisher@shropshire.gov.uk>; Andrew Keyland <andrew.keyland@shropshire.gov.uk>; Ian Walshaw <ian.walshaw@shropshire.gov.uk>; Graham Downes

<graham.downes@shropshire.gov.uk>; Gary Parton <gary.parton@shropshire.gov.uk>

Cc: Jessica Moores <Jessica.Moores@Shropshire.gov.uk>; Frances Darling <frances.darling@shropshire.gov.uk>

Subject: Street Trading

Good afternoon.

Thank you for a very positive meeting this afternoon.

I have attached the proposed policy document (pending any amendments you require) this document is due to be put before the Strategic Licencing Committee in September of this year.

In principle you have suggested that under this policy you would like all of the A and B Roads across the administrative area of Shropshire Council to be included as a Licence/Consent Street under this policy. In order for this to be done you have agreed to provide some additional information, this is as follows;

1. Any comments you have in regard to the streets currently listed in the policy (Page 30 to 41).
2. Any additional streets you would like adopting as a licenced/consent street (Page 16 to 18).
3. Any amendments you would like to see to the application process for a Street Trading Licence.
4. Are there any additional conditions you would like to attach to the licence (Page 56 onwards).
5. Percentage of Officer time per year apportioned to checking Laybys where Street Trading is being undertaken and the grade of those officers.
6. A list of traders currently trading from the laybys in your geographical areas.

I require this information and any comments you have by no later than Friday 21<sup>st</sup> July 2017.

I will make the necessary enquiries in regard to Non Domestic Rates and let you know the outcome.

If you have any queries and I am not around please contact Jessica Moores on extension 1615 or email [Licensing@shropshire.gov.uk](mailto:Licensing@shropshire.gov.uk)

For those of you who were unable to attend the meeting I am happy for you to contact me to discuss this further.

Kind regards

Mandy

Mandy Beever  
Transactional and Licencing Manager  
Public Protection  
Shropshire Council  
Shirehall  
Abbey Foregate  
Shrewsbury  
Shropshire  
SY2 6ND

Tel: 01743 251702

Mobile: 07990 085378

Email: [mandy.beever@shropshire.gov.uk](mailto:mandy.beever@shropshire.gov.uk)

Web: [www.shropshire.gov.uk](http://www.shropshire.gov.uk)



Public Protection on facebook

**Mandy Beever**

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**From:** Mandy Beever  
**Sent:** 28 July 2017 11:16  
**To:** Graham Downes  
**Cc:** Ian Walshaw; Victoria Doran; Chris Fisher; Andrew Keyland; Jessica Moores  
**Subject:** RE: Street Trading

Hi Graham,

Thank you for your email and the attached maps they are really helpful.

In your email you have stated that 'no additional streets need adopting as licenced/consent streets', I would like to confirm that if you want all of the roads that the Shropshire Council Highways Service are responsible for to be included (as per our discussion at the meeting of 19<sup>th</sup> June 2017) then they would be subject to adoption as either consent or licenced streets. This process would be undertaken by the Licensing Service so no additional work would need to be undertaken by yourselves. Please can you confirm that this is something that you would still like Licensing to proceed with?

In addition, the Licensing Service need to undertake a consultation exercise with the existing traders before we take the report back to the Committee therefore, would it be possible for you to send me the outstanding maps for existing businesses in the other areas of the county by no later than Friday 4<sup>th</sup> August 2017. (We are hoping to consult with the traders for 3 weeks commencing Monday 7<sup>th</sup> August 2017).

It would be helpful if you hold any names and home addresses for the traders that this information be forwarded at the same time otherwise I will need to send an officer to each of the sites to hand deliver a letter.

If you would like to discuss this further please give me a call.

Kind regards

Mandy

Mandy Beever  
Transactional and Licensing Manager  
Public Protection  
Shropshire Council  
Shirehall  
Abbey Foregate  
Shrewsbury  
Shropshire  
SY2 6ND

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Web: [www.shropshire.gov.uk](http://www.shropshire.gov.uk)

 [Public Protection on facebook](#)

**From:** Ian Walshaw

**Sent:** 04 August 2017 11:10

**To:** Mandy Beever <mandy.beever@shropshire.gov.uk>

**Cc:** Andrew Keyland <andrew.keyland@shropshire.gov.uk>; Chris Fisher <chris.fisher@shropshire.gov.uk>; Graham Downes <graham.downes@shropshire.gov.uk>; Victoria Doran <victoria.doran@shropshire.gov.uk>

**Subject:** RE: Street Trading

Mandy,

My understanding was that we would include all A and B class roads as licenced/consent streets along with any other that are currently covered. I have 2 locations where snack bars are operating from that are not on either an A or B class road and these locations should be included.

Regards,

Ian

**Mandy Beever**

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**From:** Ian Walshaw  
**Sent:** 08 September 2017 12:49  
**To:** Mandy Beever  
**Subject:** RE: Street Trading  
**Attachments:** Battlefield Way, Shrewsbury.pdf; Wolfshead.pdf

Mandy,

The snack bars that are trading from the minor road network are at Battlefield Way, Shrewsbury and the old A5 at Nesscliffe at the locations shown on the attached maps.

Regards,

Ian

Ian Walshaw  
Highways Manager  
Environmental Maintenance  
107 Longden Road  
Shrewsbury  
SY3 9EL

Tel. 01743 254903  
Mob. 07990 085299

[www.shropshire.gov.uk](http://www.shropshire.gov.uk)

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**From:** Mandy Beever  
**Sent:** 08 September 2017 10:54  
**To:** Ian Walshaw <[ian.walshaw@shropshire.gov.uk](mailto:ian.walshaw@shropshire.gov.uk)>  
**Subject:** RE: Street Trading

Hi Ian,

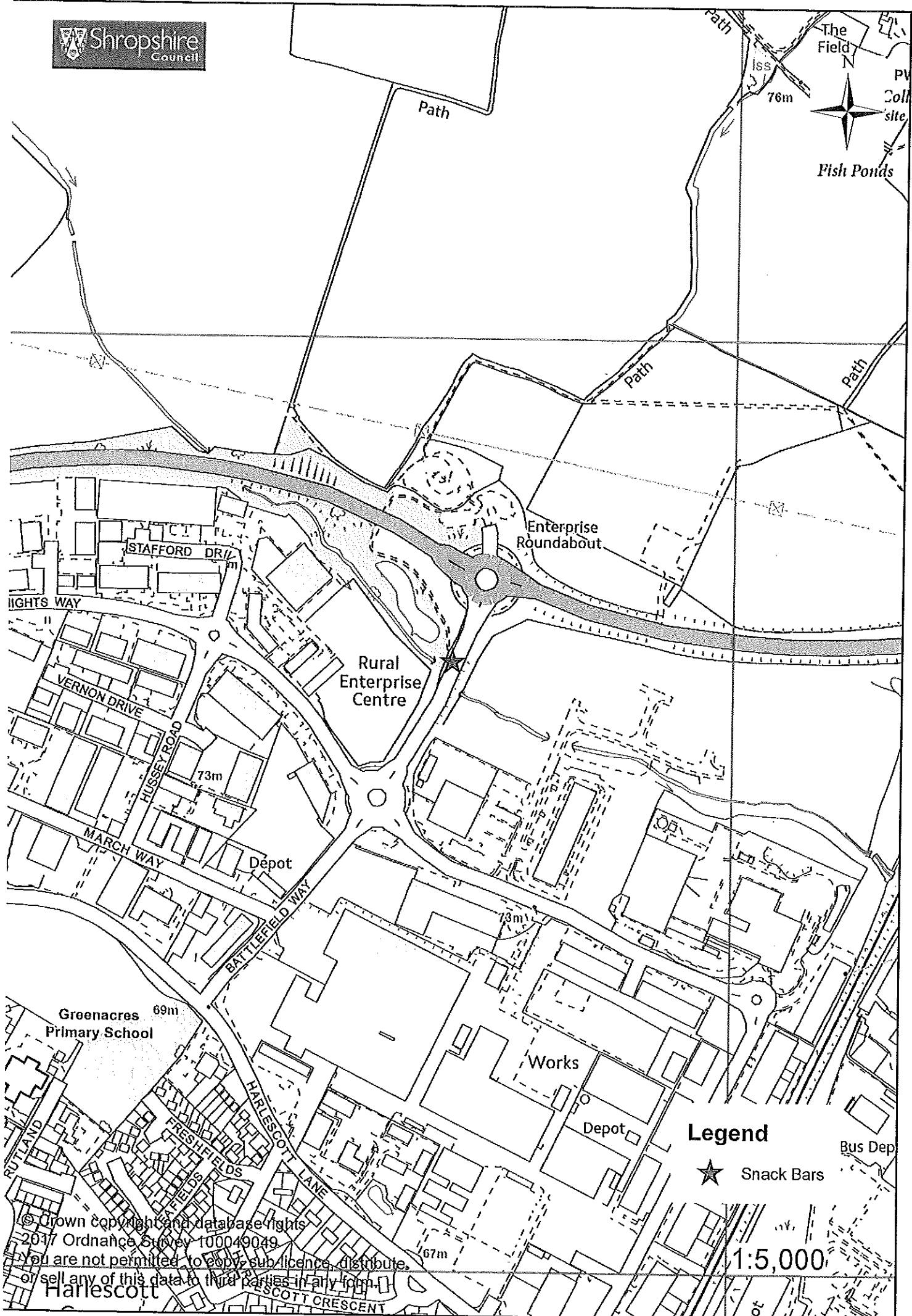
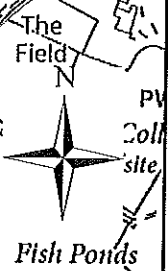
Further to the email below please can you confirm the location of the snack bars which are operating from areas that are not A or B class roads?

We require this information for the adoption process.

Kind regards

Mandy

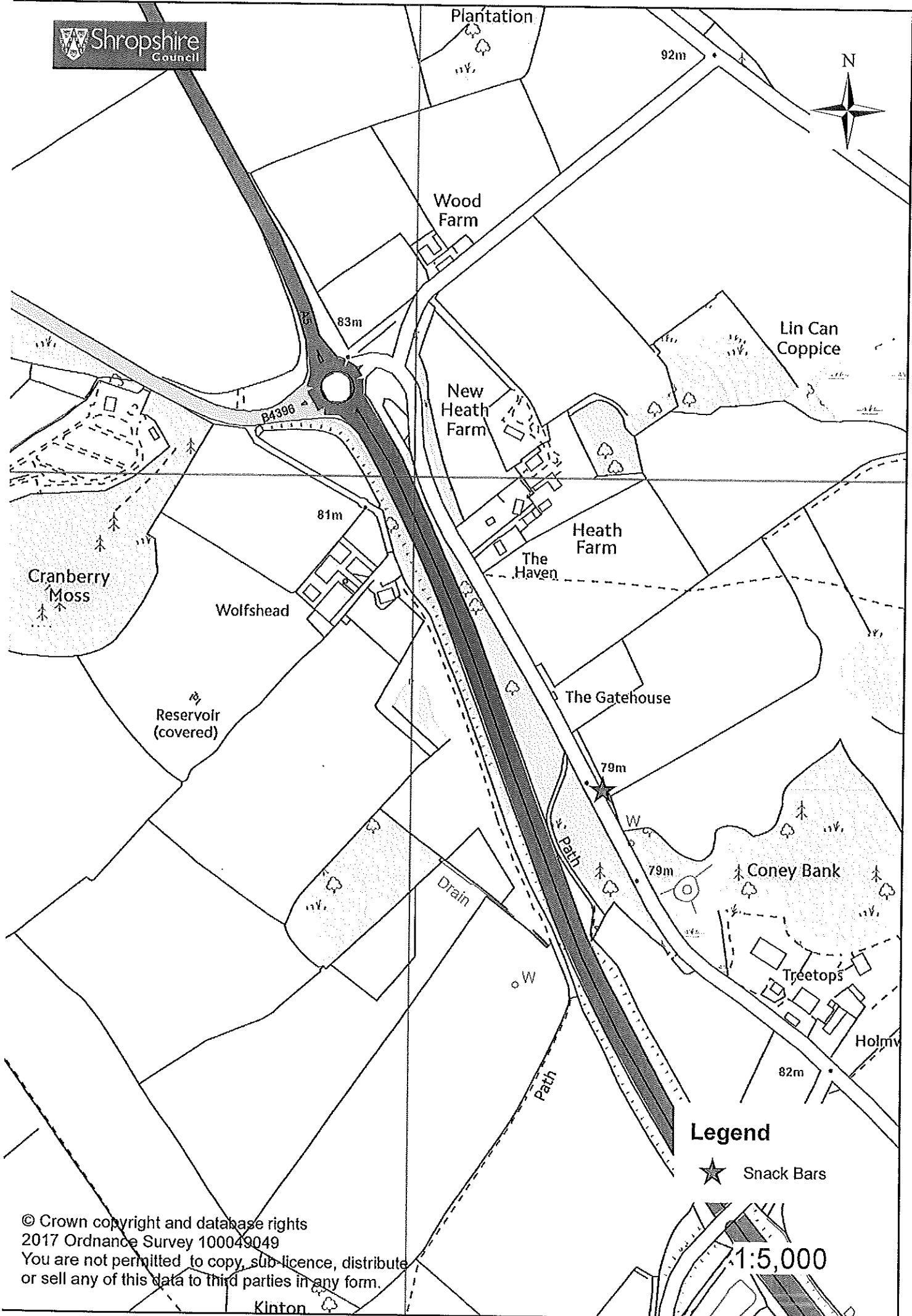
Mandy Beever  
Transactional and Licensing Manager  
Public Protection  
Shropshire Council  
Shirehall  
Abbey Foregate  
Shrewsbury  
Shropshire  
SY2 6ND



**Legend**

★ Snack Bars





**Legend**

★ Snack Bars



Shropshire Council  
Shirehall  
Abbey Foregate  
Shrewsbury  
SY2 6ND

**IMPORTANT**  
The Owner/Occupier

Date:  
My ref:  
Your ref:

Dear Sir/Madam

We are writing to you as a Street Trader within the Shropshire Council administrative area to inform you of changes to Shropshire Council's Street Trading Policy which may affect you.

On 1<sup>st</sup> April 2009 Shropshire Council took on the street trading provisions of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982. The purpose of these provisions is to ensure that Councils can properly regulate those who sell without the use of an ordinary business premises.

The provisions are local in nature and within the Shropshire Council boundary there are some streets and areas which have been designated as Consent Streets, Prohibited Streets and Licensed Streets with regard to street trading activities, and others which haven't.

- A 'Consent Street' means a street in which trading is prohibited without the consent of the council.
- A 'Licenced Street' means a street in which trading is prohibited without a licence from the council.
- A 'Prohibited Street' means it is illegal to trade in this street.

The former South Shropshire District Council, North Shropshire District Council, Oswestry Borough Council and Shrewsbury & Atcham Borough Council adopted the provisions. They were not adopted by Bridgnorth Borough Council.

On 25<sup>th</sup> January 2017 the Strategic Licensing Committee resolved to adopt Schedule 4 Local Government (Miscellaneous Provisions) Act 1982 across the entire administrative area of Shropshire Council, to include Bridgnorth.

Following the adoption of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982, Shropshire Council Licensing developed and consulted on a new draft policy for Street Trading. In response to this consultation both Highways England and Shropshire

Council Highways Department responded that they felt it would be preferable for all the A and B Roads (including their laybys) across the administrative area of Shropshire Council to be adopted as a Licence/Consent Streets under the new policy.

The fundamental purpose of the Policy, and the inclusion of all A and B roads, is to create a street trading environment which complements premises based trading, is sensitive to the needs of the public, provides diversity and consumer choice, and enhances the character, ambience and safety of local environments for people who live, work and visit in Shropshire.

Whilst recognising the important contribution that street trading brings to supporting local businesses and the growth and prosperity of Shropshire's economy, another key purpose of the policy is also to reduce any potential harm or exploitation which could occur through street trading.

It is important that you are aware of these changes as they may affect you. It will mean that whilst the only permission you currently require to trade is from Shropshire Council Highways, under the new policy you will have to make an annual application to Shropshire Council Licensing Team to obtain a Street Trading Consent/Licence. There will be a fee associated with this application.

If you would like to view a copy of the draft Street Trading Policy and the associated committee report you can visit: <https://shropshire.gov.uk/committee-services/ieListDocuments.aspx?CId=166&Mid=3406&Ver=4>.

If you have any questions, would like any further information or have any comments to make please contact the Licensing Team using the below details by Friday 25<sup>th</sup> August 2017.

Yours faithfully

**Licensing Team**  
**Trading Standards & Licensing**  
**0345 678 9026**  
**licensing@shropshire.gov.uk**

From: [REDACTED]  
Sent: 18/08/2017 10:16:32  
To: Licensing </O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=53A048730875443DBCC19AB764FAF0BB-LICENSING>  
Subject: Re: [CAUTION] Layby Bully van of A518

Hi,

① Both my husband and I are very distressed about what we have learnt in relation to the street licencing. We have read the sections that have been identified to us but still feel we don't truly understand and would like the terminology explained in layman's terms please.

Can you please let us know or in return email any forms that need to be completed in relation to street licencing and also who to contact in the Highways department to gain permission to trade.

We would also like to make an official heartfelt appeal as to necessary criteria needed in order to carry on with our small never caused any trouble business.

Many thanks for your ongoing support.

[REDACTED]

On Tuesday, 15 August 2017, 9:36, Licensing <licensing@shropshire.gov.uk> wrote:

② Dear [REDACTED]

Thank you for your email.

Highways England and Shropshire Council Highways have not requested that any of the A and B roads in Shropshire become prohibited for street trading, only that they become either license or consent streets.

The main change affecting you therefore will be that you may need to apply for a licence from Shropshire Council Licensing, as well as gaining the permission of Highways to trade. These are 12 month licenses which you would need to renew each year, and they do carry a fee. Please follow the below link and see items 18 and 19 for further details.

<https://shropshire.gov.uk/committee-services/ieLisIDocuments.aspx?Ck=166M&d=3406Ver=4>

If you would like to comment on the proposed changes please do so in writing to this email address or the address on the letter before the 25th August. If you have any questions please do not hesitate to contact us.

Kind regards

Jessica Moores  
Public Protection Officer - Professional  
Trading Standards Licensing

- 0345 678 9026
- [licensing@shropshire.gov.uk](mailto:licensing@shropshire.gov.uk) <<mailto:licensing@shropshire.gov.uk>> | • [www.shropshire.gov.uk](http://www.shropshire.gov.uk) <<http://www.shropshire.gov.uk>>
- Shropshire Council | Shirehall | Abbey Foregate | Shrewsbury | Shropshire | SY2 6ND

From: [REDACTED]  
Sent: 14 August 2017 15:34  
To: Licensing <licensing@shropshire.gov.uk>  
Subject: [CAUTION] Layby Bully van of A518

\*\*\*\*\*

\*\* CAUTION

\*\* It has not been possible to verify the sender of this e-mail as the sender's

\*\* e-mail domain does not have an SPF record. This means the sender's

\*\* e-mail address may be spoofed and used for SPAM or Malware distribution.

\*\* Treat the e-mail with caution, and if in doubt contact the sender.

\*\* If you need further help please email [its.helpdesk@shropshire.gov.uk](mailto:its.helpdesk@shropshire.gov.uk) <<mailto:its.helpdesk@shropshire.gov.uk>>

\*\*\*\*\*

[REDACTED]  
A468 layby  
Between Bridgnorth & Morville

Licensing Team  
Trading Standards & Licensing  
[licensing@shropshire.gov.uk](mailto:licensing@shropshire.gov.uk)

Sirs,

Re : Draft street trading policy.

- ① As a self employed small business holder, I must object to the proposals for street trading.
- ② As with most policy's there are good and bad ideas contained within said policy. The proposal that there may be a small fee associated with the application and issue of a street trading license is not a problem, I already have my Bridgnorth issued one and can see there are costs involved with the issue of said license.
- ③ What I do object to in the strongest terms is having to apparently pay £4.00 per day to trade in advance. If this is correct, I would have to pay almost £1250 before I have earned a penny. If you are a market stall holder on a Saturday on Bridgnorth High Street £4.00 wouldn't be that much of a hardship, but I normally work 6 days a week 8.00 am to 1.30/2.00 pm. You can, I am sure see my problem. I have worked hard on my layby to build up my customer base, but I never know what my takings will be. I have spoken to my local customers and all are outraged at the idea of a daily fee. My van has become a bit of a social hub for locals and farmers where they pass on information to each other, so I also feel that I am contributing to the wellbeing of the local area.
- ④ What would the fee be used for? As it stands at the moment I keep my part of the layby clean and tidy, I leave no waste and even have the hedges trimmed to stop them overhanging my area. There are no street lights, there are no facilities except those which I supply. I can't help but think my situation is not covered or allowed for by the street trading policy, as it seems to be aimed more for occasional, town based trading, unlike my solitary Van on a layby.

Yours sincerely,

[REDACTED]

