



St Luke's Community Market

10 am – 12 pm Every Friday
(except when Friday is a Bank Holiday)

St Luke's Parish Centre
Rattle Road, Stone Cross, Pevensey BN24 5SL



Market Organiser: Steve Carpenter Tel: 01323 767020 / 762254
E-mail: market@stone-cross.info Website: www.stone-cross.info/market/

Information for Stallholders

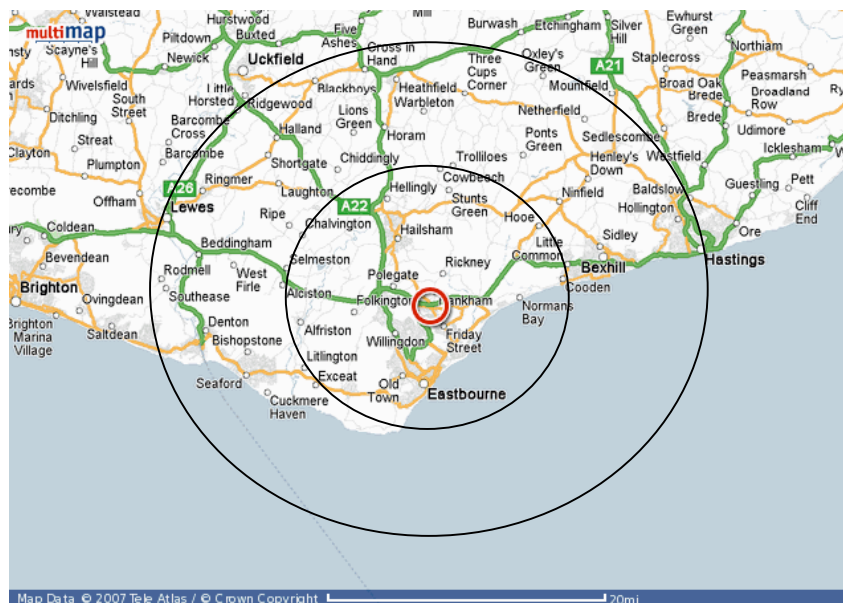
Aims

To provide the community of Stone Cross and its neighbouring areas with:

- A source of local produce, crafts and services, thus reducing 'transportation miles' and the need for excessive packaging
- A regular and sociable meeting place for both customers and traders

Sources

Food, crafts, products and services sold at the Community Market will normally be sourced from producers based within a 20-mile radius of Stone Cross and, wherever possible, from within a smaller 10-mile radius – which means (approximately) within the two circles below:



Type of Produce

We will consider applications for any type of produce or service but reserve the right to refuse a stall if we feel it is unsuitable or does not meet the criteria above. The aim will always be to have a good variety of stalls so, normally, no more than two stalls selling fundamentally the same type of product or service will be permitted on any one day. *(These rules will no doubt be open to interpretation, so the market organiser's decision will have to be final!)*

Opening Times

The market is held every Friday (except when Friday is a Bank Holiday) and will be open for trading from 10 am until 12 pm. Stallholders will be able to start setting up from 9 am and will be required to have cleared away by 1 pm. In order not to disappoint customers, all stallholders are expected to be ready to serve at 10 am and remain serving until 12 pm. Clearing away must not begin before 12.00 pm.

Charges

Admission for customers is FREE.

Stallholders pay: £5 per large table (or equivalent). Tables can normally be provided by the organisers. Smaller, lower tables (if available & when used in addition to a paid large table) are free of charge but we have limited numbers and these will be provided on a first-come, first-served basis.

Stallholder fees are collected on the day and must be paid in cash please.

Display of Prices & Stallholder Details

Stallholders must clearly display their prices either on a price list or marked on the goods themselves. They must also display their name (or their company's name) on the stall and their contact details. Ideally the contact details should be available in a form that customers can take away with them (e.g. a 'flyer' and/or business card).

Insurance

Stallholders should (where relevant) have their own public and product liability insurance. One way to acquire these is to become a member of the National Market Traders Federation (see www.nmtf.co.uk). Membership for sole traders currently costs £88 per year and this includes excess-free public, product and employer liability insurance for any number of markets, anywhere in the EU. The market organiser is entitled to ask to see a copy of your insurance certificate and may have to refuse a stall if this cannot be produced.

Food Producers

Any stall-holder producing or providing food for sale at the market must, by law, register as a food business with their local authority (that is, the authority responsible for the address where they produce/store the food). There is not normally an approval process – you just have to register. The market itself is registered with Wealden District Council and is required, periodically, to provide them with a list of food stalls attending the market. They will then check that all such stalls are registered with their appropriate local authority.

Allocated Pitches

To make it easier for customers to locate them, regular traders (those who book for at least two Fridays per month) will, whenever possible, be allocated the same pitch.

If (without prior warning) an allocated pitch is not taken up by 9.30 am on the day of the market it *may* be allocated to another trader by the market organiser. If the original hirer then appears before 9.45 am, they will be provided with an alternative pitch (which may not be of the same size or similar location as the original one). After 9.45 am the allocation of any vacant pitches is at the discretion of the market organiser and there is no guarantee that, even with a prior booking, there will still be one available.

Parking

There is free car parking at the Parish Centre for around 20 vehicles though, depending on whether outside pitches are required, some of this hard-standing area may be used for stalls. Preference for use of the remaining parking spaces will be given to customers, so traders (who are not selling directly out of their vehicles) are asked to move their vehicles out of the car park after unloading. Free parking is available in the adjacent roads. Please do not park in the Memorial Hall car park opposite the church as their parking is required for the daily nursery school.

Refreshments

St Luke's Church provide café-style refreshments inside the main hall for both customers and traders and it is the general intention that they will be the only providers of sold refreshments at the market. However, stalls selling food and/or drink products are encouraged to provide 'free tasters' for customers to sample their produce. Stallholders are entitled to one free drink per market from the café.

Any Suggestions?

St Luke's Community Market has been running since March 2009 and has evolved in that time often due to suggestions and advice from its stallholders. We welcome this input so, if you have an idea, a comment or a suggestion that you think might improve the market, please have a word with the market organiser:

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