



GLASTONBURY TOWN COUNCIL

Granting of Market Rights Policy

18 March 2026

1. Purpose & Scope

1.1. Glastonbury Town Council ("the Council") is committed to ensuring that outdoor markets and fairs held on Town Council–owned or public land are well-regulated, contribute positively to the local economy, protect established retailing and cultural environments, and operate fairly, safely and sustainably.

1.2. This Market Rights Policy ("the Policy") sets out how the Council will manage and regulate outdoor market operations (including fairs) located exclusively on Town Council–owned or public land.

1.3. This Policy applies only to outdoor events that meet the definition of a market (see Section 2) and are held on Town Council land or other public land within the Council area.

1.4. This Policy does not apply to markets on private land unless otherwise stated by the Council.

1.5. This Policy is in addition to any other legal or planning requirements that may apply.

2. Definition of a Market

2.1. For the purpose of this Policy, a market is defined as a commercial outdoor event of buyers and sellers with two or more trading spaces. Trading spaces may include stalls, stands, vehicles, booths, pitches, tables, or similar.

2.2. Other events which are not commercial, but community-focussed in nature, are not subject to this policy. Where they are to be held on Town Council land, they are to be dealt with by officers of the Council on a case-by-case basis. These will be dealt with broadly in line with the requirements set out in this policy on matters such as insurance and any charges for the use of St Dunstan’s car park etc.

3. Market Rights

3.1. The Council holds and exercises market rights on Town Council and public land within its area and will regulate such outdoor markets by issuing ‘Market Rights’.

3.2. Market Rights are required for operating an outdoor market on Council-owned or public land.

3.3. Operating an outdoor market on Council/public land without Market Rights may be treated as an unlawful activity and subject to enforcement action.

3.4. Market Rights may be issued for one-off outdoor markets, seasonal outdoor markets, recurring outdoor markets, or specialist outdoor events.

4. Application Process

4.1. All applications for Market Rights for an outdoor market on Council or public land must be submitted to the Glastonbury Town Council Property and Assets Committee.

4.2. Applications must be received at least **15 working days** prior to the date of the Committee meeting. Committee meeting dates can be found on the Glastonbury Town Council website or by contacting the Council.

4.3. Each application must include:

- Full details of the proposed outdoor market (type, theme, purpose)
- Proposed dates and operating times
- Number of trading spaces/stalls
- A detailed outdoor site layout plan
- A management plan including health and safety, fire safety, stewarding, traffic management, and waste disposal
- Evidence of liaison with Somerset Council Licensing Department (where appropriate)

4.4. Applications will be assessed by the Committee on:

- Purpose and benefit of the market to Glastonbury
- Suitability of the proposed outdoor location on Council/public land
- Impact on existing outdoor markets, traders, local businesses, and residents
- Environmental, safety, and operational considerations
- Competence and reputation of the market operator

4.5. If approved, Market Rights are valid for a calendar year or the remainder of that calendar year, regardless of the date of approval. Operators must reapply for any future year.

4.6. Incomplete or late applications, or those lacking required information, may be rejected.

4.7. The Council may request additional information before making a decision.

4.8 The Council may grant Market Rights subject to conditions including but not limited to seeing evidence of Public Liability Insurance, relevant license, before a market can take place.

5. Fees & Charges

5.1. Fees are payable for the processing, issuing, monitoring and enforcement of Market Rights for outdoor markets on Council/public land.

5.2. The Council will charge:

- £100 admin fee (which can be levied pro-rata) for granted Markets Rights

5.3. For events held in St Dunstan's Car Park, the Council will charge 115% of the all-day parking tariff per occupied space. This charge reflects the higher income that would normally be generated through rotating vehicle use throughout the day.

5.4 The Council may charge a refundable damage deposit for the use of its equipment where usage is requested and granted.

5.5 The Council may charge a fee for the movement of its equipment to a market location where a market not being held in the immediate vicinity of the Council's equipment storage.

6. Types of Outdoor Markets

6.1. Outdoor car boot sales should predominantly involve household items; sale of new goods should be limited.

6.2. Traditional outdoor markets: multiple traders offering a variety of goods, usually new.

6.3. Specialist outdoor markets: themed markets such as farmers', craft, artisan, antiques or food markets.

7. Compliance, Monitoring & Enforcement

7.1. Council officers may monitor outdoor markets to ensure compliance with:

- License conditions
- Health and safety legislation
- Environmental and waste requirements
- Traffic and site management plans
- Insurance obligations

7.2. Where non-compliance occurs, the Council may:

- Offer guidance and seek voluntary remedy
- Issue warnings

- Withdraw the Market Rights
- Refuse future applications
- Take enforcement or legal action where necessary

7.3. The Council may suspend or revoke Market Rights if it considers that continuing the outdoor market poses a risk to safety, public order, the environment, or the wider economic wellbeing of the town.

7.4 The Council will provide operators with a copy of its own Market Operations Policy as guidance, it is expected that the standards within this policy are the minimum standards for a Third Party Operator to adhere to.

8. Complaints & Appeals

8.1. Complaints relating to outdoor market rights, or market operation should be submitted in writing, including full contact details and supporting information. The Council aims to respond in line with its complaints policy.

8.2. Applicants may appeal a refused application or Market Rights withdrawal by writing to the Council within 14 days of the decision.

9. Review of Policy

9.1. This Policy will be reviewed every three years or sooner if required by changes in legislation, local economic conditions or operational needs.

9.2. Updated versions will be published and communicated to outdoor market operators.

10. Interpretation

10.1. Where any term or requirement in this Policy is unclear, the Council's determination shall be final.

10.2. The Council reserves the right to depart from this Policy in exceptional circumstances where justified.