



Wantage Town Council
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Wantage Town Council Market Letting Conditions for Market Traders

Wantage Town Council runs markets in the Market Square either side of King Alfred's Statue every Wednesday and Saturday. Pitches are let under the following conditions.

Pitches

1. A standard pitch size is 3x3m. Pitch fees are currently charged at £1 per square metre. Traders must provide their own gazebo with weights and display their Traders must provide their own stalls, displaying their name prominently and contact details of a size that can be easily read.
2. Larger pitch sizes may be available to traders if there is the space at the time of application. Stall locations are determined by the market manager and may vary from week to week depending on operational needs, trader attendance, or market layout. From time to time, pitches may need to be rearranged, or example when the town Christmas tree is in situ. While the market manager will aim to accommodate regular placements where possible, no pitch location is guaranteed.

Casual traders are welcome, but regular traders will have priority when pitches are allocated

VAT is not applicable as the Wantage Town Council provides the pitch only.

To encourage new traders there will be no pitch fee during the first week of attendance.

Traders are responsible for clearing and tidying their pitch at the end of the trading day. All waste, packaging, and refuse must be taken away by the trader and disposed of appropriately. Traders must not use public bins in the town. The pitch area must be left in a clean and litter-free condition.

Pitches must not be sub-let.

Pitches and vehicles must not encroach on the area around King Alfred's statue, the pedestrian crossing area or onto the highway.

Traders must complete the market trader's enquiry form and a copy of their public liability insurance certificate with a minimum cover of £2 million to Wantage Town Council before they can trade.

Any trader wanting to sell food must meet all the legal and food hygiene requirements of their local district council. Traders must have a food hygiene rating of 4 or above to trade at Wantage market.

Any trader wishing to sell alcohol must contact the designated premises supervisor at deputyclerk@wantagetowncouncil.gov.uk for approval and must also provide a copy of their personal licence before trading commences.

Wantage Town Council reserves the right to cancel a trader's pitch if they fail to adhere to these terms and conditions, or if they fall into arrears with their pitch fee payments.

Times

Stalls should be in position by 8.00am at the latest.

No vehicles to be manoeuvred within the market place car park after 8am

No trader may clear away before 3.00pm unless they have sold out of goods, the weather is inclement, or the market manager has given permission.

The market square must be completely cleared by 5pm

Traders must inform the market manager (by 5pm on a Tuesday if trading on a Wednesday and 5pm on a Friday) if they are unable to attend the market. Failure to do so will result in a no show fee being charged.

Parking

One vehicle supporting trading activities may be parked adjacent to the pitch during the trading day subject to space and at the market manager's discretion. Parking for vehicles is charged separately.

For the safety of the public, traders should give attention to ways of discouraging pedestrians from walking out onto the highway from behind their vehicle or stall. Due regard should be given to all risks and health and safety responsibilities arising from the operation of the stall. Traders are encouraged to help improve the appearance of the market and if possible, to fully cover vehicles with sheeting. Traders must not encourage customers to drive into or stop in the market area to load goods into their vehicles. This poses a risk to pedestrian safety and disrupts traffic flow.

Traders must drop off their gazebo & stock and then move their car to one of the pay & display car parks in Wantage. Details of parking and charges are available on the Vale of White Horse District Council website: [Wantage car parks - Vale of White Horse District Council](#). Market trader concessions are available at Limborough Road.

Environmental Responsibility

As part of Wantage Town Council's commitment to environmental sustainability and its Climate Emergency Policy, all market traders are expected to operate in an environmentally responsible way.

- Single-use plastic bags and packaging should be avoided wherever possible.
- Traders should use recyclable, compostable, or reusable materials for packaging and display.
- Vehicle engines must be switched off once parked. Idling is not permitted.
- Wantage Town Council reserves the right to update environmental expectations in line with its evolving climate policy.

Payment

Pitch fees will be charged monthly in advance and must be paid within 7 days. Failure to pay on time will result in your pitch being revoked.

Payment is to be made via Bacs. Standing orders can be set up by traders to avoid falling into arrears.

Wantage Town Council accepts no responsibility for loss of earnings incurred by market traders. The Town Council may make changes to the above letting conditions on giving traders four weeks' notice.

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