

Our Ref: MAU/055273

20 March 2023

Ms Annette Kirk
28 Fore Street
Wellington
Somerset
TA21 8AQ

Dear Ms Kirk

Police, Factories, etc (Miscellaneous Provisions) Act, 1916 - Street Collection

Thank you for your completed application form regarding the above.

I can confirm that permission is granted for you to hold a street collection. Please find your licence enclosed.

A copy of the Council's Street Collection Regulations is enclosed, you are advised to read these carefully and to ensure that your street collection is carried out in accordance with them. Failure to comply with the Regulations is an offence which may render you liable upon summary conviction to a fine of £200. I would specifically draw your attention to Regulations 9 and 10(1).

You are required within one month after the date of collection to submit the following:-

1. Completed Form of Statement.
2. A list of collectors.
3. A list of the amounts contained in each collecting box.
4. Proof of proper application of the proceeds (eg. a receipt).

You may also be required in accordance with Regulation 16(1) to satisfy the Council as to the proper application of the proceeds of the collection.

Please contact me if you require further information.

Yours sincerely

The Licensing Team

Somerset West and Taunton

Licence Number: **MS1/001265**

Police, Factories etc (Miscellaneous Provisions) Act, 1916

Street collection permit

Somerset West and Taunton Council, being the Licensing Authority for the purposes of the above Act, hereby grant to **Annette Kirk** of **28 Fore Street, Wellington, Somerset, TA21 8AQ** a permit to carry out a street collection for the purpose of **Care for Casualties** in Somerset West and Taunton.

This permit is valid for the **Monday 12/6/23 to Sunday 18/6/23** and is subject to the regulations overleaf.

Dated: **20 March 2023**

Signed:



Chief Executive

Somerset West and Taunton Council
PO Box 866
Taunton
TA1 9GS

Email: Enquiries@somersetwestandtaunton.gov.uk
Website: www.somersetwestandtaunton.gov.uk
Telephone: 0300 304 8000

Regulations made in relation to Street Collections

In pursuance of Section 5 of the Police, Factories, Etc. (Miscellaneous Provisions) Act 1916, as amended by Section 251 and Schedule 29 to the Local Government Act 1972, Somerset West and Taunton Council hereby makes the following Regulations with respect to the places where and the conditions under which persons may be permitted in any street or public place within the district of Somerset West and Taunton to collect money or sell articles for the benefit of charitable or other purposes:-

- (a) In these Regulations, unless the context otherwise requires:-
- "collection" means a collection of money or a sale of articles for the benefit of charitable or other purposes and the word "collector" shall be construed accordingly;
 - "promoter" means a person who causes others to act as collectors;
 - "permit" means a permit for a collection;
 - "contributor" means a person who contributes to a collection and includes a purchaser of articles for sale for the benefit of charitable or other purposes;
 - "collecting box" means a box or other receptacle for the reception of money from contributors.
- (b) No collection, other than a collection taken at a meeting in the open air, shall be made in any street or public place within the district unless a promoter shall have obtained from the Somerset West and Taunton Council a permit.
- (c) Application for a permit shall be made in writing not later than one month before the date on which it is proposed to make the collection.
- Provided that the Somerset West and Taunton Council may reduce the period of one month if satisfied that there are special reasons for so doing.
- (d) No collection shall be made except upon the day and between the hours stated in the permit.
- (e) The Somerset West and Taunton Council may, in granting a permit, limit the collection to such streets or public places or such parts thereof as it thinks fit.
- (f) (i) No person may assist or take part in any collection without the written authority of a promoter.
- (ii) Any person authorised under paragraph (a) above shall produce such written authority forthwith for inspection on being requested to do so by a duly authorised officer of the Somerset West and Taunton Council or any constable.
- (g) No collection shall be made in any part of the carriageway of any street which has a footway:

Provided that the Somerset West and Taunton Council may, if it thinks fit, allow a collection to take place on the said carriageway where such collection has been authorised to be held in connection with a procession.

- (h) No collection shall be made in a manner likely to inconvenience or annoy any person.
- (i) No collector shall importune any person to the annoyance of such person.
- (j) While collecting:
 - (i) a collector shall remain stationary; and
 - (ii) a collector or two collectors together shall not be nearer to another collector than 25 metres;

Provided that the Somerset West and Taunton Council may, if it thinks fit, waive the requirements of this Regulation in respect of a collection which has been authorised to be held in connection with a procession.

- (k) No promoter, collector or person who is otherwise connected with a collection shall permit a person under the age of sixteen years to act as a collector.
- (l) (i) Every collector shall carry a collecting box;
 - (ii) All collecting boxes shall be numbered consecutively and shall be securely closed and sealed in such a way as to prevent them being opened without the seal being broken;
 - (iii) All money received by a collector from contributors shall immediately be placed in a collecting box;
 - (iv) Every collector shall deliver, unopened, all collecting boxes in his possession to a promoter.
- (m) A collector shall not carry or use any collecting box, receptacle or tray which does not bear displayed prominently thereon the name of the charity or fund which is to benefit nor any collecting box which is not duly numbered.
- (n) (i) Subject to paragraph (ii) below, a collecting box shall be opened in the presence of a promoter and another responsible person;
 - (ii) Where a collecting box is delivered, unopened, to a bank, it may be opened by an official of the bank;
 - (iii) As soon as a collecting box has been opened, the person opening it shall count the contents and shall enter the amount with the number of the collecting box on a list which shall be certified by that person.
- (o) (i) No payment shall be made to any collector;
 - (ii) No payment shall be made out of the proceeds of a collection, either directly or indirectly, to any other persons connected with the promotion or conduct of such collection for, or in respect of, services connected therewith, except such payments as may have been approved by the Somerset West and Taunton Council.

- (p) (i) Within one month after the date of any collection the person to whom a permit has been granted shall forward to the Somerset West and Taunton Council:
- (1) a statement in the form set out in the Schedule to these Regulations, or in a form to the like effect, showing the amount received and the expenses and payments incurred in connection with such collection, and certified by that person and a qualified accountant;
 - (2) a list of collectors;
 - (3) a list of the amounts contained in each collecting box; and shall, if required by the Somerset West and Taunton Council satisfy it as to the proper application of the proceeds of the collection;
- (ii) The said person shall also, within the same period, at the expense of that person and after a qualified accountant has given his certificate under paragraph (i)(1) above, publish in such newspaper or newspapers as the Somerset West and Taunton Council may direct a statement showing the name of the person to whom the permit has been granted, the area to which the permit relates, the name of the charity or fund to benefit, the date of the collection, the amount collected, and the amount of the expenses and payments incurred in connection with such collection;
- (iii) The Somerset West and Taunton Council may, if satisfied there are special reasons for so doing extend the period of one month referred to in paragraph (i) above;
- (iv) For the purposes of this Regulation "a qualified accountant" means a member of one or more of the following bodies:-
- The Institute of Chartered Accountants in England and Wales;
- The Institute of Chartered Accountants of Scotland;
- The Association of Certified Accountants;
- The Institute of Chartered Accountants in Ireland.
- (q) These Regulations shall not apply:-
- (i) In respect of a collection taken at a meeting in the open air; or
 - (ii) To the selling of articles in any street or public place when the articles are sold in the ordinary course of trade.
- (r) These Regulations shall come into operation upon the expiration of the period of one month beginning with the date on which they are confirmed by the Secretary of State.