

Stockport Town Centre Managed Sites

Policy, Guide, terms & conditions



STOCKPORT
METROPOLITAN BOROUGH COUNCIL

Services to Place

Stockport Town Centre Managed Sites

INTRODUCTION

This guide contains information about the **Stockport Town Centre Managed Sites**. It provides a brief outline about why these sites have been created, information on who they are managed by and how they are managed.

The importance of public spaces

Stockport Council places considerable importance on the appearance, vitality and viability of the town centre and as part of this it ensures that within its resources its stewardship of the public streets, squares and open spaces are maintained and managed appropriately. To support this objective, help control and co-ordinate the quality and activity that takes place in the town centre, ensure that what takes place in these areas supports and does not inconvenience local businesses and that they help attract visitors and shoppers, the council has established a number of sites across the centre. These are called '**Town Centre Managed Sites**'.

TOWN CENTRE MANAGED SITES

There are four Town Centre Managed Sites located across the town centre established by the Council's Town Centre Management Team. Three of these sites are managed and controlled by the Council's Town & District Centres Team. One of the sites is managed and controlled by the management team at Merseyway Shopping Centre.

The four sites are:

Town Centre Managed Sites controlled by the Council's Town Centre Management team
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www.stockport.gov.uk/towncentremangement
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Warren Street

Mersey Square

St Peters Square

Site controlled by the management team at Merseyway Shopping Centre
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Town Square Merseyway (www.merseyway.com)
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Details on each of these sites can be found on the Town Centre Managed Sites web page.

www.stockport.gov.uk/towncentremangement.

Street Trading Controls

Most of the streets and spaces within the commercial areas of the town centre are designated as '**prohibited streets**'. Within these areas 'street trading' – the selling or exposing or offering for sale of any article (including a living thing) – is prohibited. These arrangements control the level and nature of street trading, prevents rogue traders operating on the roads, pavements and spaces within the designated zone and helps protect the interests of established local businesses. For details on street trading and prohibited streets please visit the Council's Licensing Team web pages (contact details at the end of the guide).

Street trading within Town Centre Managed Sites

The four sites covered by this guide have '**Consent Street**' status. This means that, within parameters set by the Council, street trading can take place. The main parameters that apply are:

- Applications for 'open ended' long term occupancy will not be granted.
- Trading activities should only be ancillary and not be the primary element of the activity being proposed.

APPLICATION TO USE THE SITES

Town Centre Managed Sites controlled by the Council's Town & District Centres Team

Anyone wishing to use or occupy one of the town centre managed sites must apply through the Council's Town & District Centres team via e mail, (see contact details below), following the booking procedures described in this guide.

Prior to occupancy:

- Applicants must agree to the attached terms and conditions
- The council must have received payment of any fees.

A booking form can be found at the end of this guide

Site controlled by the management team at Merseyway Shopping Centre

Bookings must be made through the management team at Merseyway Shopping Centre

www.merseyway.com

CONTACTS

Stockport Metropolitan Borough Council

Town Centre Management www.stockport.gov.uk/towncentremanagement

Bookings: Loretta Alao: Loretta.alao@stockport.gov.uk

Merseyway Shopping Centre

www.merseyway.com

Licensing

Advice: licensing@stockport.gov.uk

APPENDIX

TERMS & CONDITIONS

Insurance

The applicant/operator is responsible for all safety aspects of the pitch during the letting and must accept liability for any loss, damage, injury or death due to their activity. The applicant/operator must take out Public Liability Insurance Cover or Third Party Risks (Including products liability where appropriate) for a minimum value of £5 million per claim. Evidence of this insurance must be provided before occupying the site.

Representatives on site

The applicant/operator must have a responsible representative on site at all times and will be responsible for every person involved in the activity.

Public Access

The public have right of access at all times to pass through the site.

Vehicles

The town centre managed sites within the control of the council have been designed so that slow moving vehicles up to certain weight limits can be placed on the areas. However, all applications that involve vehicles entering the areas require a pre visit and inspection. This should be stated when making an application.

General principles

Size: No greater than 12m long

Weight: No greater total gross weight of 7.5ton

Speed: No speeds greater than 4mph

Movement/turning: All movements of this type must be kept to a minimum and at very slow speed (2mph max).

Vehicle access to & exit from the sites

Access onto and egress from the sites must only be via the designated locations. Access must take place before 8.30am and occupants must not leave the site until after 5.30pm.

Cleanliness

The applicant/operator must keep the pitch clean and tidy during the letting period and ensure that the pitch is left clean and tidy upon leaving.

Site damage

The applicant/operator is responsible for any damage to the site or any part of the property. The applicant/operator must ensure that features and fittings on the site – including surfacing, features and furnishings, drainage features etc - are protected from any damage.

Materials

The use of any hazardous materials or substances is not permitted

Licensing conditions

Depending on the nature of your planned activity it may require various consents from the Council's Licensing section. In particular you may need to apply for a Temporary Events Notice

(TENS). This licence covers temporary alcohol sales, public entertainment and late night refreshment activities within premises not authorised by a premises licence or a club premises certificate.

For advice on Tens and any other licensing issue, please contact the Licensing Team (see 'Contacts')

Layout (this applies only to Mersey Square)

A line of trees stands in front of Merseyway Shopping Centre. Stalls, displays and promotions must not be located on the shopping centre side of the line of trees.

Stalls, displays and promotions must not be located directly in front of the shopping centre entrance. This includes a rectangular zone which in width is the same as the shopping centre main entrance and extends to the road kerb at the front of the square.

Sound amplification

The applicant/operator must ensure that there is no noise nuisance caused to occupiers of properties surrounding the pitch or users of the surrounding area. The use of any public address system must first be agreed with the council and must be operated so as not to cause a noise nuisance under the Control of Pollution Act 1974, Section 62.

Funerals at St Peter's Church (this applies only to St Peter's Square)

Each year a very limited number of funerals take place at St Peter's Church. These are generally arranged for Mondays although this is not always the case. The hearse and cortege stop at the East end of the Church (near the bus lane). This is followed by a procession into church - along the side of the Church facing the Square - and then in through the tower door. Normally the entire duration is well under one hour.

The Father at St Peter's Church is on site before the start of the Funeral Service and will liaise with any event holders about what is happening. The Council places considerable importance on the reverence that should be shown to the funerals that take place at the church and hope that anyone using the square at the same time that a funeral is being held will comply with the Fathers requests.

In order to ensure this happens, the following policy and arrangements apply:

Turn any PA Systems / Loudspeakers are either switched off or minimised Tone down activities. These conditions apply for the duration of the Service and whilst the Coffin is processed in and out of Church.

BREACH OF CONDITIONS

If the occupant of the site - including those associated with the activity – are found to be in breach of any of these conditions they can be instructed by a council employee to remove themselves and any structures from the site immediately without any reimbursement of any fees.

THESE TERMS & CONDITIONS MAY BE MODIFIED AT ANY TIME WITHOUT PRIOR NOTIFICATION

BOOKING FORM

Stockport Town Centre Managed Sites

Town Centre Managed Sites controlled by the Council's Town Centre Management Team

Please complete a separate booking form for each site that you wish to occupy.

NAME	
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ADDRESS	
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CONTACT NAME	
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CONTACT TITLE	
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TEL. NUMBER	
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MOBILE NUMBER	
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E MAIL	
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SITE REQUESTED (please write yes on the site(s) you wish to use)	Warren St	Mersey Square	St Peters Square

SPECIFY THE DATES ON WHICH YOU WOULD LIKE TO OCCUPY THE SITE NB This also applies to whole week bookings	
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I have read the Town Centre Managed Sites Guide (please tick)	
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DETAILS ON YOUR PROPOSALS (NB You can also attach details when you reply)
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Please return completed form to: loretta.alao@stockport.gov.uk

NB: Bookings for Town Square (Merseyway) Please visit www.merseyway.com