



REGULATIONS

MADE BY THE WAVERLEY DISTRICT COUNCIL WITH REGARD TO STREET & HOUSE-TO-HOUSE COLLECTIONS

By virtue of the powers conferred upon them by the Police, Factories, etc. (Miscellaneous Provisions) Act 1916, and the Charitable Collections (Transitional Provisions) Order 1974 the Waverley District Council have made 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 Waverley District to collect money or sell articles for the benefit of charitable or other purposes.

1. No collection of money or sale of any article shall be made in any street or public place within the Waverley District unless the person, society, committee or other body of persons responsible for such collection or sale shall have obtained from the Waverley District Council a permit for such collection or sale.
2. Application for a permit shall be made in writing or on line not later than one month before the date on which it is proposed to make the collection or sale.
3. No collection or sale shall be made except upon the day and between the hours stated in the permit.
4. The licensing authority may in granting a permit limit a collection or sale to such streets or public places or such parts thereof as they think fit.
5. No person may assist or take part in any collection or sale without the written authority of the person, society, committee or other body of persons to whom a permit has been granted. Every person so authorised shall produce such written authority forthwith for inspection by a duly authorised officer of the licensing authority or any police officer on demand.
6. No collection or sale shall be made in any part of the carriageway of any street which has a footway. Provided that the licensing authority may, if it thinks fit, allow a collection or sale to take place on the said carriageway where such a collection or sale has been authorised to be held in connection with a procession.
7. No collection or sale shall be made, in any street or public place to the obstruction or annoyance of any person in such street or public place.
8. No collector or vendor shall importune any person to the annoyance of such person.
9. Any person acting as a collector or vendor in a street or public place shall occupy a stationary position at some place on the footway. Not more than 2 persons shall act as collectors or vendors at the same place, and no person shall collect money or sell

articles within 25 metres of the place where any other person is collecting or selling. Provided that the licensing authority may if it thinks fit, waive the requirements of this Regulation in respect of a collection or sale which has been authorised to be held in connection with a procession.

10. No person under the age of 16 years shall act or be permitted to act as a collector or vendor.
11. Every collector or vendor shall carry and present to all contributors or purchasers for the reception of money contributions, a box or other receptacle securely closed and sealed in such a way as to prevent the same being opened without such seal being broken, and all money received shall be immediately placed into such box or receptacle. All such boxes or receptacles shall be numbered consecutively. Every collector or vendor shall deliver his boxes or other receptacles with the seals unbroken to one of the persons responsible for the proper application of the money received.
12. A collector or vendor shall not carry or use any collecting box, receptacle or tray which does not bear displayed prominently thereon the name of the fund for which the collection or sale is being made, nor any box or other receptacle which is not duly numbered.
13. No payment or reward shall be made or given to any collector or vendor. No payment or reward shall be made or given, either directly or indirectly, to any other person connected with the promotion or conduct of a collection or sale for or in respect of services connected therewith, except such payments as may have been approved by the authority which granted the permit.
14. (1) Within one month after the date of any collection or sale the person, society, committee or other body of persons responsible therefor shall forward to the District Secretary, Waverley District Council, for the information of the licensing authority a statement in the form set out in the Schedule to the Regulations, certified by the auditor of the society or by some independent responsible person, with vouchers showing in detail the amount received and the expenses incurred in connection with such collection or sale, and shall if required by the licensing authority satisfy them as to the due and proper applications of the proceeds of the collection or sale. The society, committee or other body shall also, within the same period, at their own expense and after audit, publish in such newspaper or newspapers as the licensing authority may direct a short statement showing the name of the person, society, committee or other body of persons responsible for the collection or sale, the name of the charity or fund which is to benefit, the date of the collection or sale, the amount collected, the amount of the expenses and the amount distributed to the charity or fund.

(2) The licensing authority may if satisfied there are special reasons for so doing
 - (a) extend the period of one month referred to in paragraph (1) above;
 - (b) agree to accept from the person, society, committee or other body of persons required to forward a statement to the appropriate officer under paragraph (1) above, a statement which although not in the form set out in the Schedule to these Regulations is in a like or similar form, and where there has been such agreement and acceptance paragraph (1) above shall be deemed to have been complied with.

15. These Regulations shall not apply

- (i) in respect of a collection taken at a meeting in the open air,
- (ii) to the selling of articles in any street or public place when the articles are sold in the ordinary course of trade and for the purpose of earning a livelihood and no representation is made by or on behalf of the seller that any part of the proceeds of sale will be devoted to any charitable purpose.

*16. Any persons who acts in contravention of any of the foregoing Regulations will be liable on summary conviction to a fine not exceeding two pounds or in the case of a second or subsequent offence not exceeding five pounds.

NOTES

1. The Criminal Justice Act 1982 (Section 37) increased the penalties referred to in Regulation 16 to a fine not exceeding £50 for a first or subsequent offence.
2. By virtue of a Charter, Waverley District Council was granted Borough Status from 21st February 1984 and these Regulations remain in force in respect of the area now known as Waverley Borough.