

TENTERFIELD SHIRE COUNCIL

POLICY STATEMENT

HEADING:

Fund Raising Stalls

MEETING ADOPTED AND RESOLUTION NO.:

**23 August 2017
168/17**

HISTORY OF DOCUMENT PREVIOUSLY ADOPTED:

27 April 2000	334/00
20 September 2006	553/06
25 April 2009	713/09
22 July 2009	1017/09
23 June 2010	427/10
23 March 2011	145/11
22 August 2012	292/12
26 March 2014	75/14
23 September 2015	304/15

Introduction:

Council adopted a policy on "Street Stalls and Raffles" on 21 March 1996. This policy went some way to providing a workable system of fund raising that was acceptable to; fund raising committees, businesses, the public and Council. However, this Policy has come under scrutiny in recent times with the main complaint being that there should only be one fund raising event permitted on any one day. There was also the problem of fund raising committees not abiding by the siting allocation allotted to them by Council. As a result, a revised "Fund Raising Stall" policy has been developed.

Council recognises the need for community charities/groups to raise funds from the general public to support their activities. However it is desirable for fund raising activities in the main business area of Tenterfield to be regulated for a number of reasons including:

- to allow all community charities or groups to approach the public for funds;
- to prevent any individual community charity or group from monopolising fund raising in the business areas;
- to prevent undue inconvenience or annoyance to the public that may arise by an excess of fund raising activities on any particular day.

Policy:

Fund Raising Stalls

- Only one fund raising stall will be permitted on any given day.
- Fund raising stalls will only be approved for organisations having local committees or affiliations.

Policy Statement No. 1.060
Date of Effect: 23 August 2017
Name of Policy: Fund Raising Stalls

Review Date:
August 2020

Responsible Officer:
Chief Operating Officer

- The fund raising stall site is to be in front of either "**Bruxner Park, Town Square Stage Structure**" or 220 Rouse Street, Tenterfield as displayed in the attached photographs.
- Fund Raising Raffle display area i.e. Wood Raffle are ONLY to use the one carpark area as defined in the attached photographs. The towing vehicle is to be parked in the Western carpark to the rear of Rouse Street. The type of display is limited to a trailer (single or dual axle) or utility and loads are not to exceed the approved Gross Vehicle Mass (GVM). Trucks are not permitted to utilise the carpark space for the purposes of Fund Raising Stalls.
- Fund Raising Stalls will only be permitted on Thursdays, Fridays and Saturdays.
- Applications for a fund raising stall must be made on a pre-printed application form at least twenty eight (28) days before the desired date. Written notification will be sent to the fund raising committee together with a copy of the application form (which will include a copy of the Fund Raising Stall Policy).
- Fund raising stall dates cannot be booked more than six (6) months in advance.
- Fund raising committees will be permitted to have four (4) fund raising stalls per annum, one (1) in each period January to March, April to June, July to September and October to December.
- Where a fund raising stall date remains available seven (7) days or less beforehand, any fund raising committee may take the booking on a 'first come' basis.
(Note: This booking will be counted as one (1) of the four (4) bookings allowed each year.)
- The length of the fund raising stall on the footpath is not to exceed 2.5 metres by 1 metre as displayed in the attached photographs.
- Volunteers of fund raising committees are not permitted to spruik (i.e. verbally harass a member of the public into buying something).
- The fund raising committee must display an official "Tenterfield Shire Council Fund Raising Stall" sign.
(Note: This sign will need to be collected from the Tenterfield Shire Council office on the morning of the stall and returned to Council prior to 4.30 p.m.)
- **Fund raising committees must ensure that they abide by the conditions specified in this Policy and in particular the site allocated to them. Council will patrol fund raising stalls on a regular basis and if a fund raising committee is found to be in breach of this Policy then they may be required to either cease immediately, or move to the designated location, in addition to being precluded from holding a fund raising stall for a period of twelve (12) months.**



TENTERFIELD SHIRE COUNCIL
FUND RAISING STALL APPLICATION FORM

Name of Fund Raising Committee:

Address of Fund Raising Committee:

Contact Person: Mr/Mrs/Miss/Ms

Position Held:

Telephone Number:

Date Requested:

Is this a Wood Raffle: Yes No

I/We hereby certify that I/We have read the Fund Raising Stall Policy on the back of this application form and I/We agree to be bound by the conditions stated therein.

.....
Signed for and on behalf of Fund Raising Committee

OFFICE USE ONLY

Is date requested available Yes No

Does fund raising committee satisfy Policy guidelines Yes No

Requested date of has/has not been approved.

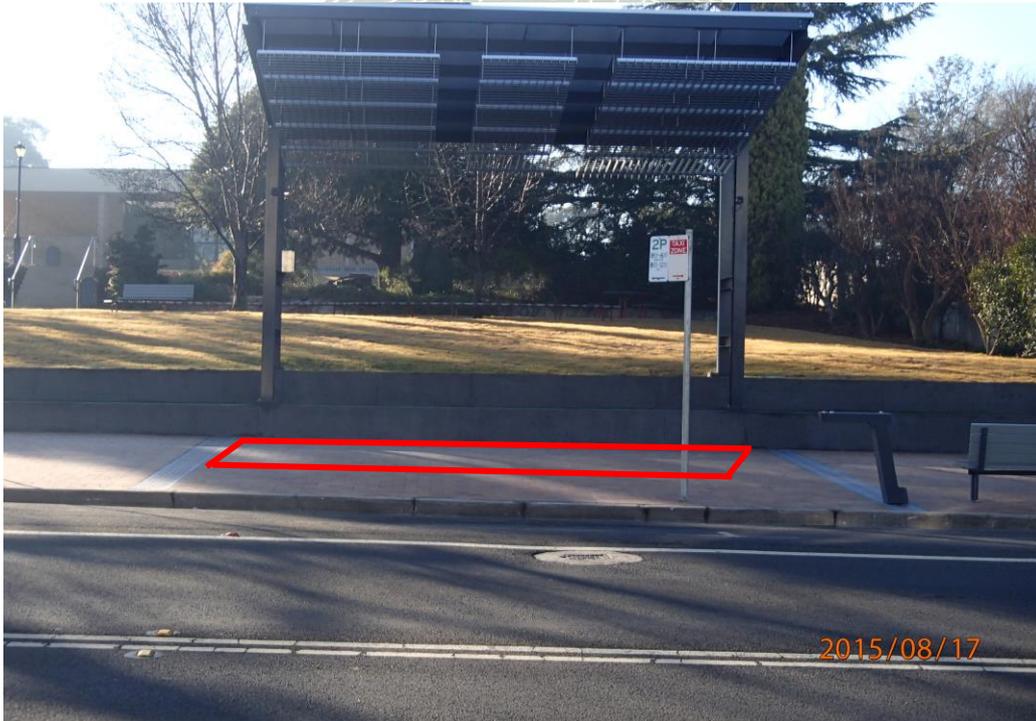
Allocation is in front of *(Please tick your preferred option)*

“Bruxner Park, Town Square Stage Structure” Rouse Street, Tenterfield. (Option 1)

Benevolent Society, 220 Rouse Street, Tenterfield (Option 2)

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Council Officer

Option 1
Stall Area



Stall Area 2.5 metres long X 1 metre deep

Raffle Display Area



Raffle Display Area for Goods
i.e. Wood Raffles

Option 2
Stall Area



Stall Area 2.5 metres long X 1 metre deep

Raffle Display Area



Raffle Display Area for Goods
i.e. Wood Raffles