

AMBER VALLEY BOROUGH COUNCIL

STREET COLLECTION REGULATIONS

1. 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 words ‘collection’ and the ‘collector’ shall be construed accordingly;

‘promoter’ means a person who causes others to act as collectors;

‘the Council’ means Amber Valley Borough Council;

‘collecting box’ means a box or other receptacle for the reception of money from contributors.

2. 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 Amber Valley Borough unless a promoter shall have obtained a permit from the Council.
3. Application for a permit shall be made by completing and returning an application form at least one month before the date on which it is proposed to make the collection, provided that the Council may reduce the period of one month if satisfied that there are special reasons for so doing.
4. Charities/Organisations shall be limited to no more than two collections days per annum in any one town in the Amber Valley area.
5. No collection shall be made except upon the day and between the hours stated in the permit.
6. The Council may, in granting a permit, limit the collection to such streets or public places or such parts thereof as it thinks fit.
7. (a) No person may assist or take in any collection without the written authority of a promoter.

(b) 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 Council or any constable.
8. No collection shall be made in any part of the carriageway of any street which has a footway.

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

9. No collection shall be made in a manner likely to inconvenience or annoy any person.
10. No collector shall importune any person to annoyance of such person.
11. Whilst collecting:-
 - (a) a collector shall remain stationary; and
 - (b) a collector shall not be nearer to another collector by less than 25 metres.

Provided that the 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.

12. 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.
13.
 - (a) Every collector shall carry a collecting box;
 - (b) 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 broken;
 - (c) All money received by a collector from contribution shall immediately be placed in a collecting box;
 - (d) Every collector shall deliver, unopened, all collecting boxes in his possession to a promoter.
14. A collector shall not carry out 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 and is not duly numbered.
15.
 - (a) Subject to a paragraph (b) below, a collecting box shall be opened in the presence of a promoter and another responsible person:
 - (b) Where a collecting box is delivered, unopened, to a bank, it may be opened by an official of the bank;
 - (c) 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.
16.
 - (a) No payment shall be made to any collector;
 - (b) No payment shall be made out of the proceeds of a collection, either directly or indirectly, to any other person 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 Council.

17. (a) Within one month after the date of any collection the person to whom a permit has been granted shall forward to the Council:-
- (i) 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 incurred in connection with such collection, and certified by that person and a qualified accountant;
 - (ii) a list of collectors;
 - (iii) a list of the amounts contained in each collecting box;

and shall, if required by the Council, satisfy it as to the proper application of the proceeds of the collection.

- (b) 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 (a) (i) above, publish in such newspaper or newspapers as the 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 and the amount collected, and the amount of expenses and payments incurred in connection with such collection. A copy of the advertisement shall be forwarded to the Council.
- (c) The Council may, if satisfied that there are special reasons for so doing extend the period of one month referred to in paragraph (a) above.
- (d) For the purpose 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.

18. These regulations shall not apply:-

- (a) in respect of a collection taken at a meeting in the open air; or
- (b) to the selling of articles in any street or public place when the articles are sold in the ordinary course of trade.

19. Any person who acts in contravention of any of the foregoing regulations shall be liable on summary conviction to a fine not exceeding level one on the standard scale (ie £200).