



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

Regulations made by East Cambridgeshire District Council with regard to Street Collections

In exercise of the powers conferred on it by 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, East Cambridgeshire District 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 to collect money or sell articles for the benefit of charitable or other purposes.

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 word ‘collector’ shall be construed accordingly;

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

means a permit for 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;

‘collection 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 administrative area of East Cambridgeshire District Council unless a promoter shall have obtained from East Cambridgeshire District Council a permit.
3. Application for a permit shall be made in writing no later than one month before the date on which it is proposed to make the collection (provided that East Cambridgeshire District Council may reduce the period of one month if satisfied that there are special reasons for so doing).
4. Application for a permit cannot be made more than six months in advance.
5. There will be no more than four collections allowed in each calendar year.
6. No collection shall be made except upon the day and between the hours stated in the permit.
7. East Cambridgeshire District Council may, in granting a permit, limit the collection to such streets or public places or such parts thereof as it thinks fit.
8. (1) No person may assist or take part in any collection without the written authority of a promoter.

(2) Any person authorised under paragraph (1) above shall produce such written authority forthwith for inspection on being requested to do so by a duly authorised officer of East Cambridgeshire District Council or by any constable.



9. No collection shall be made in any part of the carriageway of any street that has a footway:

Provided that East Cambridgeshire District 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.

10. Collections shall not be made in a manner likely to inconvenience or annoy any person.

11. No collectors shall importune any person to the annoyance of such person.

12. While collecting:

- (1) a collector shall remain stationary; and
- (2) a collector or two collectors together shall not be nearer to another collector than 25 metres;
- (3) only one collector or two collectors together will be allowed to stand inside or at any entrance to the Cloisters shopping mall, or if a collector or collectors are inside the Cloisters shopping mall then they should stand no closer than 10 metres from any entrance.

Provided that East Cambridgeshire District Council may, if it thinks fit, waive the requirements of this Regulation in respect of a collection that has been authorised to be held in connection with a procession.

13. No promoter, collector or person who is otherwise connected with a collection shall allow a person under the age of sixteen years to act as a collector.

14. (1) Every collector shall carry a collecting box.

- (2) 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.

- (4) All money received by a collector from contributors shall immediately be placed in a collecting box.

- (5) Every collector shall deliver, unopened, all collecting boxes in that collector's possession to a promoter.

15. A collector shall not carry or use any collecting box, receptacle or tray that does not bear displayed prominently thereon, the name of the charity or fund that is to benefit or any collecting box that is not duly numbered and/or sealed.

16. (1) Subject to paragraph (2) below, a collecting box shall be opened in the presence of a promoter and another responsible person.

- (2) Where a collecting box is delivered, unopened, to a bank, an official of the bank may open it.

- (3) 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 that shall be certified by that person.

17. (1) No payment shall be made to any collector.



- (2) 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 East Cambridgeshire District Council.

18. (1) Within one month after the date of any collection the person to whom a permit has been granted shall send to East Cambridgeshire District Council:

- (a) a statement on the form enclosed with the issued street collection permit, showing the amount received and the expenses and payments incurred in connection with such collection, and certified by that person and either a qualified accountant or an independent responsible person acceptable to East Cambridgeshire District Council;
- (b) a list of the collectors;
- (c) a list of the amounts contained in each collecting box;

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

- (2) The said person shall also, within the same period, at the expense of that person and after a qualified accountant or independent responsible person has given the certificate under paragraph (1)(a) above, publish in such newspaper or newspapers as East Cambridgeshire District 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.

- (3) East Cambridgeshire District Council may, if satisfied there are special reasons for so doing, extend the period of one month referred to in paragraph (1) above.

- (4) 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.

19. These Regulations shall not apply:

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

20. By virtue of Sections 38 and 46 of the Criminal Justice Act 1982, Section 5 of the Police, Factories, etc (Miscellaneous Provisions) Act 1916 any person who acts in contravention of any of the foregoing regulations shall be liable on summary conviction to a fine not exceeding level 1 on the standard scale as the fine for infringement of these regulations.