

REGULATIONS WITH REGARD TO STREET COLLECTION

Notes for guidance of Organisers of Street Collections and persons acting as collectors.

1. No collection of money (other than a collection taken at an open-air meeting) or sale of any article shall be made in any street or public place within the City of Leicester unless the person, society, committee or other body of persons responsible for such collection or sale shall have obtained from the Local Authority a permit for such collection or sale.
2. Applications 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 or sale.
3. No collection or sale shall be made except upon the day and between the hours stated on the permit.
4. The Local 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 or body of persons to whom a permit has been granted. Every person so authorised shall produce such written authority forthwith for inspection by any Police or authorised officer on demand.
6. No collection or sale shall be made in any part of the carriageway or any street, nor shall any collection or sale be made on the footway or in any public place to the obstruction or annoyance of any person in such street or public place.
7. All persons acting as collectors or vendors in a street shall occupy a stationary position at some place on the footway. Not more than two persons shall act as collectors or vendors at the same station, and no person shall collect money or sell articles within 30 yards of a station where any other person or persons are collecting or selling.
8. No person under the age of 16 years shall act or be permitted to act as a collector or vendor.
9. No collector or vendor shall use a table for the purpose of any collection or sale so as to cause or be likely to cause obstruction. No table shall exceed 30 inches in length and 20 inches in width when used.

10. No collector or vendor shall use a box or other receptacle at the end of a pole intended to reach upper windows or the roofs of conveyances.
11. No collector or vendor shall be accompanied by any animal.
12. No collector or vendor shall importune any person to the annoyance of such persons.
13. 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 into this box or other receptacle all contributions shall be immediately placed. All such boxes or receptacles shall be numbered consecutively. Every collector or vendor shall deliver his/her box or other receptacles with the seals unbroken to one of the persons responsible for the proper application of the money received.
14. 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.
15. No payment or reward shall be made or given either directly or indirectly to any collector or vendor or other person connected with the promotion or conduct of a collection or sale for or in respect of services rendered in connection therewith.
16. Within one month after the date of any collection or sale the person, society, committee or other body of persons responsible therefore shall forward to Licensing, City Hall, 115 Charles Street, Leicester, LE1 1FZ for the information of the Local Authority, a statement on the form attached, certified by the Auditor of the Society or by some independent responsible person with vouchers showing in detail the amount collected and the expenses incurred in connection with such collection or sale, and shall if required by the Local Authority satisfy them as to the due and proper application of the proceeds of the collection or sale.