

Totnes & District Show - Sunday 27 July 2025

General Regulations and Conditions for Catering.

All Caterers shall be considered as having read and understood the following Regulations.

Local, Devon or West Country produce must be promoted wherever possible.

1. Compliance:

Caterers must comply with all current legislation, regulations, and trading conditions, particularly Food Safety and Hygiene, Consumer Information, Fire Safety, and Health & Safety. Caterers must have a suitable food management system in place e.g., Safer Food, Better Business, NCAS or in-house equivalent. The SFBB manual is available free of charge from your local EHO or from the Food Standards website. Documentation must be available on the show site for inspection if required.

Caterers are responsible for the provision of any flooring to comply with Food Safety and Food Hygiene legislation

Traders who handle raw or ready to eat food should familiarise themselves with the Food Standards Agency's guidance to clarify the steps that they need to take to control the risk of food becoming contaminated by E Coli 0157. A very small quantity of the Ecoli 0157 bacteria can cause serious illness in children and can be found in low levels on raw foods. The measures outlined in the guidance will also help in the control of other bacteria, such as Campylobacter and Salmonella. It should be noted that anti-bacterial gels must not be used instead of thorough hand washing and that disinfectants and sanitisers must meet officially recognised standards and should be used in accordance with the manufacturer's instructions."

[E. coli O157 Cross-contamination Caterers Factsheet \(food.gov.uk\)](https://www.food.gov.uk/e-coli-0157-cross-contamination-caterers-factsheet)

Failure to comply with all applicable Regulations will lead to immediate removal from the showground without recompense.

2. Arrival on Site:

All catering units must be on site and in position by 17.00 hours on the pre-show day. If this is not possible, please make alternative arrangements well in advance with the Show Manager. Sites will have been marked out. Units incorrectly positioned will not be allowed to open until they are relocated.

3. Trading Times:

Food units must remain open from 08.00 hours to 18.00 hours although they may open earlier and stay open later if they consider that there is sufficient demand.

Bar units must be open at 10.00 hours and close at 22.00 hours. The operator will be responsible for obtaining the relevant licenses and must display their certificate/s at the point of sale. Only

plastic/biodegradable glasses may be used on the showground. The Show reserves the right to audit TENs or Personal Licences during the Show.

Totnes & District Show requires all licensed units to uphold the 4 principles of the Licensing Act 2003:

- The prevention of crime and disorder
- Public Safety
- The prevention of public nuisance
- The protection of children from harm

4. Prices and Description of Products:

Description of products, minimum raw weights and approved selling prices must be clearly displayed at each point of sale. There will be regular checks throughout the day to ensure that caterers are adhering to the menu and prices as submitted with their original application.

Caterers must provide good quality **Local, Devon or West Country** reared meats wherever possible with prominent signage.

Only **FRESH MILK** may be used. **NO UHT**. Substitute milks to meet allergies and intolerances are permitted.

5. Recording sales Figures:

EACH CATERING UNIT MUST BE EQUIPPED WITH AN ELECTRIC TILL in order that caterers can record their takings for submission to The Show Manager. Submission must be made by 1 August.

6. Receiving Deliveries:

The caterer must arrange delivery of their supplies before 08.00 hours on the day of the Show.

7. Supervision and Staffing:

The caterer must inform the Chief Catering Steward before the 11 July 2025 of the contact's name and mobile phone number of their Senior Manager (if different from the original application form) who will be on site throughout the show. The Senior Manager will be responsible for the behavior of all their staff who should be polite and suitably dressed in food protective clothing and headgear. Temporary staff must receive training that is appropriate to their job role.

8. Disposal of Rubbish:

All units are to be kept clean and tidy throughout the show, litter around each unit should be placed in lidded containers that must be provided and subsequently removed by each caterer. After the show, all equipment must be removed, and the area cleaned before leaving the site. **Failure to comply with this regulation will incur an additional charge and your future applications will not be considered.**

9. Furniture for Catering Sites:

All caterers must provide at least **TWO LIDDED waste bins, their own tables & seats per unit – relative to size of pitch.** As a guide usually **FIVE tables and TWENTY seats per catering unit** is adequate for an average size unit. The caterer is responsible for the provision of suitable seating and for keeping furniture clean and tidy, throughout the show day.

10. Gas Safety:

All gas appliances must have been subject to a Gas Safety Inspection by a competent Gas Safe Engineer in the last 12 months. Evidence must be available on site. Any gas cylinders must be secured in an upright position and all hoses must be suitably secured and in good condition.

11. Electricity and Generators

Petrol generators are not permitted on site. All generators must be maintained and silent running. Generators in the backs of small vehicles without suitable ventilation is not permitted. The Show reserved the right to switch off any generator causing noxious fumes or a nuisance to other traders. Electric cables must be suitable for outdoor use and all portable electrical must be in good condition and maintained with a PAT test in line with HSE Guidance available for inspection. Electric cables must not run across public walkways or areas where the public may walk.

12. Fire:

All caterers must have carried out a fire risk assessment and have suitable fire-fighting equipment and fire safety trained staff on their stand.

Caterers must provide adequate fire protection for their units.

13. Insurances, Indemnity and Security:

Caterers must confirm that they hold Employers and Public Liability policies of at least £5m and indemnify the Totnes & District Show against all claims, including product liability, damage, and expenses whatsoever in any way arising out of their presence. Caterers are responsible for their own security and the safety of their own goods and equipment.

14. Sub-letting:

No sub-letting of sites will be permitted without prior written permission from the Show Manager.

15. Site Service:

Caterers are responsible for providing their own generators (see above). There are standpipes for cold water.

16. Admission Tickets:

Caterers may apply for a maximum of four staff passes per unit. Additional staff vehicles will not be permitted on the Showground.