

# ST. CLEARS YFC AGRICULTURAL SHOW



## TRADE STAND APPLICATION 2020

**ST CLEARS YFC AGRICULTURAL SHOW  
UNITED COUNTIES SHOWGROUND, CARMARTHEN  
SA33 5DR**

**SATURDAY 20<sup>th</sup> JUNE 2020**

The Annual St Clears YFC Agricultural Show will be held on **SATURDAY 20<sup>TH</sup> JUNE 2020** on the United Counties Showground, Carmarthen, SA33 5DR. The showground is a purpose built site and is situated abutting the A40 dual carriageway between Carmarthen and St Clears – on your left hand side as you leave Carmarthen. And on your right as you approach Carmarthen from St. Clears. The Show field is well signposted in both directions.

We would very much like to invite you to our show day and to our Trade Stand Section, which will be held undercover in one of two buildings situated on the showground. Tables will be provided.

**Cost of a stall at the 2019 show will be £25.00 standard 20ft stand extra footage @ £1.00 per foot thereafter**

If you are interested in bringing a Trade Stand to the show please fill in the following, and complete the enclosed Health & Safety declaration and include payment (Cheques made payable to St Clears YFC Agricultural Show). Please return by **MONDAY 1ST JUNE 2020 Miss Alys Williams, Cornel Ni, Pwll Trap, St. Clears. Tel: 01994 230576 email: alyswilliams94@btinternet.com – AFTER 5PM**

Exhibitors must comply with the Show's Health and Safety Regulations; Food & Health Regulations and all stall holders are responsible for the outcome from the sale of their own products.

The Show has a website [www.stclearsyfcshow.co.uk](http://www.stclearsyfcshow.co.uk)

If you require any further information please contact  
**Miss Alys Williams, Cornel Ni, Pwll Trap, St. Clears. Tel: 01994 230576 email: alyswilliams94@btinternet.com – AFTER 5PM**

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UNITED COUNTIES SHOWGROUND, CARMARTHEN**

**SATURDAY 20<sup>TH</sup> JUNE 2020**

<b>I/We</b>	
<b>Address</b>	
<b>Trading As</b>	
<b>Telephone Number</b>	
<b>Nature of Trade/Merchandise/Activity</b>	

**Hereby apply for and confirm the booking of a Trade Stand space at the St Clears YFC Agricultural Show to be held on SATURDAY 20<sup>TH</sup> JUNE 2020 at the United Counties Showground, Carmarthen.**

Natures of Trade/Merchandise/Activity
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Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

The St. Clears Show Committee advise that all trade exhibits, machinery, displays, caravans etc are to be removed from the Showground on the evening of the show as a safeguard against theft and vandalism. The St Clears Show cannot and will not be held responsible for any loss or damage that may occur in this respect.

<b>SPACE NEEDED IN FEET</b>	
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Payment for Trade Stand stall	£
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**TO BE RETURNED COMPLETED PAYMENT SLIP AND HEALTH AND SAFETY DECLARATION FO TO THE SHOW TRADE STAND SECRETARY:-**

**Miss Alys Williams, Cornel Ni, Pwll Trap, St. Clears. Tel: 01994 230576 email: alyswilliams94@btinternet.com **AFTER 5PM****

If you would like us to confirm by email that we have received your payment please tick here

[www.stclearsyfcshow.co.uk](http://www.stclearsyfcshow.co.uk)

## **ST CLEARS YFC AGRICULTURAL SHOW HEALTH AND SAFETY POLICY STATEMENT**

The St Clears YFC Agricultural Show Policy is as follows:-

The committee of St Clears YFC Agricultural Show recognises that arranging and hosting an Agricultural and Horticultural Show present EHS risks. The aim of the committee is to ensure that incidents and accidents are prevented and to protect the Health and Safety and Welfare of all exhibitors, stewards, Committee Members, employees, contractors and the general public and all persons who may be affected by the sites undertakings. The general Health and Safety Policy provides a commitment and intent to comply with the Health and Safety at Work Act 1974 and to promote the industry best practice. To ensure the principles of Health and Safety are clearly understood by those involved in the operation of St Clears YFC Agricultural Show, the Society is committed to carry out the following: -

To bring to the notice of all Exhibitors, Retailers, Caterers and their Employees, their duty to co-operate with the Show to ensure that this Policy is effective and to offer all the necessary assistance to ensure the Health & Safety at the show of all exhibitors, trade stands, visitors, committee members, judges and any contractors and others on the Showground at all times.

To require those participating in or attending the Show to assist the Show Committee in their aims or preventing accidents and abiding by the instructions given by Officials and Stewards before, during and after the Show. All exhibitors to be considered solely the responsible for their exhibits at all times during the show.

The show to commence at 9.00am prompt, unless due to adverse weather conditions the show committee will have to postpone. **ALL EXHIBITS NEED TO BE ON THE FIELD BY 9.00am PROMPT**

The Show Committee have taken all reasonable precautions to ensure the Health and Safety of everyone present.

The Show Committee will not in any case, or under any circumstances hold itself responsible for any loss, damage, mis-delivery, illness or accident, that may occur through or to any exhibit, trade stand or person from any cause whatsoever, and it shall hold the Show Committee harmless and indemnify it against any legal proceedings arising from any of the above named circumstances.

### **EMERGENCY PROCEDURE**

These instructions should be adhered to in the event of a Major Incident occurring on the Showground during the hours of Show Day

- (1) The Health & Safety Officer will be contact immediately by public address/radio/mobile phone.
- (2) The Major Incident Control point will be the MAIN SECRETARY'S OFFICE
- (3) First Aid sites are located on the show ground and are marked on the Show Plan. If you require medical attention then contact should be made with directly with the St John's Ambulance
- (4) Traffic and Gate Stewards will assist any emergency vehicles to the scene of the incident. All unnecessary vehicles will be directed to the main car park.
- (5) Should total evacuation of the Showground be made necessary, then the Health & Safety Officer will enlist the help and assistance of ALL STEWARDS to ensure that this is done in orderly fashion via the MAIN ENTRANCE

### **ACCIDENTS AND INJURIES**

Any accident or injury incurred on the showground **MUST** be reported to the **GENERAL SECRETARY** immediately. All incidents **MUST** be reported in the Show's Accident Box. The

Health & Safety Officer will be informed and will further investigate and liaise with the appropriate enforcing authorities and show organisation.

### **RESPONSIBILITIES FOR HEALTH AND SAFETY**

The Show Committee has overall responsibility for all aspects of Health and Safety and shall require everybody under its control to be familiar with regulations, codes of practice and the Shows procedures for ensuring the safe working conditions on the Showground.

The HEALTH AND SAFETY OFFICER shall be responsible for

- (1) Providing guidance and advice on ALL Health and Safety matters liaise with statutory bodies and external authorities and other appropriate organisations
- (2) Investigate and record ALL Accidents
- (3) Brief all Stewards on the emergency procedure prior to show day
- (4) Co-ordinate health and safety and the response to emergency and major incidents on the showground.

### **TRADE STAND PERSONNEL – CONTRACTORS AND THEIR RESPECTIVE EMPLOYEES ARE RESPONSIBLE FOR ENSURING THAT**

- (1) Everything reasonably practicable is done to ensure Health and Safety and the Welfare of those attending the Show
- (2) Conduct themselves and their activities so that they do not put themselves or anyone else at risk
- (3) That they access and leave the showground in a safe and unobstructed manner.

COMPETITORS AND MEMBERS OF THE PUBLIC are also equally responsible for ensuring that they do not put any other person or animal at risk and that they co-operate with the organisers in complying with The Health and Safety rules and regulations.

### **HEALTH AND SAFETY ARRANGEMENTS**

- (a) GENERATORS must be positioned well clear of any tents/marquees, straw bales or anything flammable, which can, and do easily catch fire.
- (b) LIQUID PETROLEUM GAS – Trade stand personnel and caterers with LPG appliances should have these tested prior to attending the show by a competent person
- (c) MACHINERY AND EQUIPMENT – All machinery and equipment should only be operated with adequate safety precautions in place by competent or supervised people, provided by appropriate personal protective equipment.
- (d) ANIMALS – Livestock routes used by Horses/Cattle/Sheep will, as far as possible, be kept separate. No livestock animals is allowed into the Trade Stand and Catering areas. DOGS must be kept on leads at all times and children must be supervised by an adult.
- (e) FIRE PRECAUTIONS – The local Fire Brigade has been consulted concerning Emergency Access for Fire Brigade Vehicles and Emergency exits. Permanent buildings within the showground have firefighting appliances within.
- (f) FIRST AID sites will be clearly marked (See Show Map)
- (g) TOILETS AND WASHING FACILITIES – Adequate toilets are situated on the showground.
- (h) FOOD HYGIENE – Caterers are responsible for complying with the Local Environmental Health Department Legislation/Food Safety Act. As of 13th December 2014 all food businesses will need to provide information about allergic ingredients used in foods sold or provided by them.
- (i) LICENSING FOR ALCOHOLIC DRINKS – A full Licences is held for the sale of Alcohol sales.
- (j) ENTERTAINMENT LICENCE – A full Entertainment Licences is also held by the Show Committee
- (k) Entertainment Devises MUST comply with HSG175 Fairground and Amusement Parks – Guidance on Safe Practice. They must be run by qualified adults, provided with the necessary Safety

Fences and operated within the designated areas. **INFLATABLE PLAY EQUIPMENT MUST** have an up to date **ADIP/PIPA INSPECTION TAG/CERTIFICATE**. Documentation should be available on site and the **ORIGINAL CERTIFICATE AND INSURANCE MUST** be given to the Show Secretary before any equipment is unloaded onto the showground. **NO CERTIFICATE = NO SHOW**

Should/If any person attending the Show fail to comply with the rules and regulations relating to the Health and Safety at the Show, the Show Committee will have the right to eject that person(s) from the Show ground. All persons **MUST** comply with the **HEALTH AND SAFETY REGULATIONS** of the show, whether they be Officials, Competitors or Members of the Public.

The St Clears YFC Agricultural Show operates the following Policies and Procedures

- (1) **2020 Risk Assessment**
- (2) **Lost Child Policy**
- (3) **Vulnerable Adults Policy**
- (4) **Safeguarding Policy**
- (5) **Lost and Found Policy**
- (6) **Alcohol & Drugs Policy**
- (7) **Data Protection Policy**

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