

FACT SHEET

Planning a cake or food stall

A Guideline for clubs and voluntary organisations preparing and offering food for sale

Legal Requirements

1. Follow the requirements of the local Council. Enquiries should be made to the Environmental Health Officers.
2. If the stall is to be sited on Council land, permission will be required from the Council.
3. The stall must be operated in accordance with the District Plan and the Food Hygiene Regulations 1974.

WHAT FACILITIES DO YOU NEED?

You need to provide or have easy access to:

- Handwashing facilities with running water and soap.
- Paper towels or other single use towel.
- Toilet facilities.
- Rubbish bins with lids.

FOOD SAFETY GUIDELINES

- Obtain food from Registered food premises.
- OR**
- Ensure supporters who donate food know what is safe – give them copies of this pamphlet.
 - Choose low risk foods which need no refrigeration e.g. cakes, biscuits, jam, sweets, pickles, preserves.
- AND**
- Avoid high risk foods e.g. cream cakes, custard squares, sandwiches, quiches, pizzas, pies, and other foods with high risk ingredients.

- Provide refrigerated storage and display.

OR

- Make sure food is completely enclosed in containers or plastic wraps during transport and display.
- Keep food off the ground and out of the sun.

PRODUCING SAFE FOOD

If possible prepare food in a Registered food premises. Food may not be prepared at home unless it is of a non-perishable nature (i.e. cakes and biscuits etc) that are Donated to and sold by a charitable or non profit making organisation to (raise funds).

- Keep food preparation at your stall to a minimum.
- Keep raw food separated from cooked or ready-to-eat foods where possible.
- Buy pre-cooked foods where possible.
- Check use-by dates on packages.
- Store high risk food in a fridge below 4°C – out of the danger zone!
- Clean all preparation surfaces and cooking equipment before use.
- Sterilize containers before filling with jams or preserves.
- Wash hands thoroughly before handling food, especially after using toilet or touching rubbish.
- Wash hands after handling raw meat or chicken and before handling other foods.
- Keep children and pets out of preparation area.

- Wear clean apron or smock and tie back long hair.
- Use clean tongs or disposable gloves to serve unwrapped food.
- Serve hot food as soon as it is cooked.
- Keep perishable foods out of the “danger zone”.
- Stalls must have adequate protection for any food that is likely to be contaminated by adverse weather (for example wind-borne dust, rain)
- Ensure food is protected from contamination (for example flies).

KEY POINTS:

- Ensure you have adequate facilities and manpower for all activities.
- Transport all food so that it is protected from contamination.
- Site your stall where there is minimal risk of contamination.
- Do not smoke.
- Use disposable food utensils unless a dishwasher is available.

