



Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF

Tel: (01903) 737755

Fax: (01903) 723936
Email: licensing@arun.gov.uk
DX: 57406 Littlehampton
Web: www.arun.gov.uk/eh

***Licence Authorising Land to Be Used As a
Caravan Site***

Number: 14554

Caravan Sites & Control of Development Act 1960

THE COUNCIL, in pursuance of the powers conferred upon them by Sections 3 and 5 of the Caravan Sites & Control of Development Act 1960, **HEREBY LICENSE**


Of **Miss Joni Brown**
18 Dinsdale Field
New Road
Rustington
Littlehampton
BN16 3RQ

to allow the land situate at

18 Dinsdale Field
New Road
Rustington
Littlehampton
BN16 3RQ

to be used as a caravan site subject to the attached Schedules of Conditions.

Dated this 2~~8~~ September 2016.

Signed.......... Dated 28 September 2016

Authorised Officer



NOTES

Attention is drawn to the following extracts from Part 1 of the Caravan Sites & Control of Development Act 1960. The Act may be obtained from H.M. Stationery Office and should be consulted if further information is required.

Appeal to Magistrates' Court Against Conditions Attached to the Site Licence

- 7 -(1) Any person aggrieved by any condition (other than the condition requiring a copy of this Licence to be displayed on the land in some conspicuous place) subject to which a Site Licence has been issued to him in respect of any land may, within twenty-eight days of the date on which the Licence was so issued, appeal to a Magistrates' Court acting for the Petty Sessions area in which the land is situated, and the Court, if satisfied (having regard amongst other things to any standards which may have been specified by the Minister under subsection (6) of the said Section (5) that the condition is unduly burdensome, may vary or cancel the condition.

Power of Local Authority to alter conditions attached to Site Licences

- 8-(1) The conditions attached to a Site Licence may be altered at any time (whether by the variation or cancellation of existing conditions, or by the addition of new conditions, or by a combination of any such methods) by the Local Authority, but before exercising their powers under this subsection, the Local Authority shall afford to the holder of the Licence an opportunity of making representations.
- (2) Where the holder of a Site Licence is aggrieved by any alteration of the conditions attached thereto or by the refusal of the Local Authority of an application by him for the alteration of those conditions, he may, within twenty-eight days of the date of which written notification of the alteration or refusal is received by him, appeal to a Magistrates' Court acting for the Petty Sessions area in which the land to which the Site Licence relates is situated; and the Court may, if they allow the appeal, give to the Local Authority such directions as may be necessary to give effect to their decision.
- (3) The alteration by a Local Authority of the conditions attached to any Licence shall not have effect until written notification thereof has been received by the holder of the Licence, and in so far as any such alteration imposes a requirement on the holder of the Licence to carry out on the land to which the Licence relates, any work which he would not otherwise be required to carry out, the alteration shall not have effect during the period within which the said holder is entitled by virtue of the last foregoing subsection to appeal against the alteration nor, thereafter, whilst an appeal against the alteration is pending.

Provisions as to Breaches of Condition

- 9-(1) If an occupier of land fails to comply with any condition for the time being attached to a Site Licence held by him in respect of the land, he shall be guilty of an offence and liable on summary conviction to a fine not exceeding Level 4 on the Standard Scale .
- (2) Where a person convicted under this Section for failing to comply with a condition attached to a Site Licence has on two or more previous occasions been convicted thereunder for failing to comply with a condition attached to that Licence, the Court before whom he is convicted may, if an application in that behalf is made at the Hearing by the Local Authority in whose area the land is situated, make an Order for the revocation of the said Site Licence to come into force (on such date as the Court may specify in the Order, being a date not earlier than the expiration of any period within which Notice of an appeal (whether by case stated or otherwise) may be given against the conviction); and if before the date so specified an appeal is so brought, the Order shall be no effect pending the final determination or withdrawal of the appeal. The person convicted or the Local Authority who issued the Site Licence may apply to the Magistrates' Court which has made such an Order revoking a Site Licence for an Order extending the period at the end of which the revocation is to come into force, and the Magistrates' Court may, if satisfied that adequate Notice of the application has been given to the Local Authority or, as the case may be, the person convicted, make an Order extending that period.
- (3) Where an occupier of land fails within the time specified in a condition attached to a Site Licence held by him to complete to the satisfaction of the Local Authority in whose area the land is situated any works required by the condition to be so completed, the Local Authority may carry out those works, and may recover as a simple Contract debt in any Court of competent jurisdiction from that person any expenses reasonable incurred by them in that behalf.

Transfer of Site Licence and Transmission on Death, etc.

- 10-(1) When the holder of a Site Licence in respect of any land ceases to be the occupier of the land, he may, with the consent of the Local Authority in whose area the land is situated, transfer the Licence to the person who then becomes the occupier of the land.
- (2) Where a Local Authority give their consent to the transfer of a Site Licence, they shall endorse on the Licence the name of the person to whom it is to be transferred and the date agreed between the parties to the transfer as the date on which that person is, for the purposes of this part of this Act, to be treated as having become the holder of the Licence.
- (4) Where any person becomes, by operation of law, entitled to an estate or interest in land in respect of which a Site Licence is in force and is, by virtue of his holding that estate or interest, the occupier of the land within the meaning of this part of this Act he shall, for the purposes of this part of this Act, be treated as having become the holder of the Licence on the day on which he became the occupier of the land, and the Local Authority in whose area the land is situated shall, if an application in behalf is made to them, endorse his name and the said date on the Licence.

Duty of Licence Holder to Surrender Licence for Alteration

- 11-(1) A Local Authority who have issued a Site Licence may, at any time, require the holder to deliver it up so as to enable them to enter in it any alteration of the conditions or other terms of the Licence in pursuance of the provisions of this part of this Act.
- (2) If the holder of a Site Licence fails without reasonable excuse to comply with a requirement duly made under this Section, he shall be liable, on summary conviction, to a fine not exceeding Level 1 on the Standard Scale .

Power of Entry of Officers of Local Authorities

- 26-(1) Subject to the provisions of this Section, any authorised Officer of a Local Authority shall, on producing, if so required, some duly authenticated document showing his authority, have a right at all reasonable hours to enter any land which is used as a caravan site or in respect of which an application for a Site Licence has been made:
- (a) for the purpose of enabling the Local Authority to determine what conditions should be attached to a Site Licence or whether conditions attached to a Site Licence should be altered;
- (b) for the purpose of ascertaining whether there is, or has been, on or in connection with the land any contravention of the provisions of this part of this Act;
- (c) for the purpose of ascertaining whether or not circumstances exist which would authorise the Local Authority to take any action, or execute any work, under this part of this Act;
- (d) for the purpose of taking any action, or executing any work, authorised by this part of this Act to be taken or executed by the Local Authority;
- provided that admission to any land shall not be demanded as of right unless twenty-four hours' notice of the intended entry has been given to the occupier.



Environmental Health
Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Licence No : 14554
Valid From : 27/09/2016
Valid Until :
Type : Caravans

Schedule of Specific Licence Conditions

*This licence issued by Arun District Council is subject to the following specific conditions.
These are in addition to any general conditions applied to this type of licence.*

This licence replaces that issued on 03/06/16.

Number of Permanent Residential Caravans Permitted One.

Caravan Sites & Control of Development Act 1960

Schedule of Specific Licence Conditions

18 Dinsdale Field, New Road, Rustington

Licence 14554

This licence issued by Arun District Council is subject to the following specific conditions.

These are in addition to any general conditions applied to this type of licence.

This licence replaces Licence no: 593 originally issued on 19th February 1993

1. The Boundaries and Plan of the site:

- i. Any changes in planning permission must be notified to the Licensing Authority.ⁱ
- ii. The boundaries of the site from any adjoining land shall be clearly marked by a man made or natural feature.
- iii. (a) A plan of the site shall be supplied to the local authority upon the application for a licence and, thereafter whenever there is a material change to the boundaries or layout of the site, or at any other time on the demand of the local authority.ⁱⁱ

(b) The plan supplied must clearly illustrate the layout of the site including all relevant structures, features and facilities on it and shall be of suitable quality.

2. Density, Spacing and Parking Between Caravans

- i. Subject to sub paragraph (iv), every caravan must where practicable be spaced at a distance of no less than 6 metres (the separation distance) from any other caravan which is occupied on a neighbouring plot.ⁱⁱⁱ
- ii. No caravan or combustible structures shall be positioned within 3 metres of the boundary of the site.^{iv}
- iii. Fencing shall not be permitted to encroach onto the roadway width. See also condition 3 ii re access road.
- iv. In any case mentioned in subparagraph (i)
 - (a) A porch attached to the caravan may protrude one metre into the separation distance and must not exceed 2 metres in length and 1 m in depth. The porch must not exceed the height of the caravan. Where a porch is installed only one door may be permitted at the entrance to the home, either on the porch or on the home.
 - (b) Eaves, drainpipes and bay windows may extend in the separation distance provided the total distance between the extremities of two facing caravans is not less than 5 metres.

- (c) Any structure including steps, ramps, etc (except a garage or a car port) which extends more than 1 metre into the separation distance shall be of non – combustible construction. There should be a 4.5 metre clear distance between any such structure and any adjacent caravan.
- (d) A garage, car port or shed is not permitted.
- (e) Windows in structures within the separation distance shall not face towards the caravan on either side.
- (f) Fences and hedges, where allowed and forming the boundary between adjacent caravans, should be a maximum of 1 metre high.
- (g) One private car may be parked within the separation distance provided that they do not obstruct entrances to caravans or access around them and can be removed in the event of an emergency.

3. Roads, Gateways and Overhead Cables

- i. The access road shall be designed to provide adequate access for emergency vehicles and kept clear of obstruction at all times.^v
- ii. There shall be a clear access of 3.7 metres wide and 3.7 vertical
- iii. Parked vehicles shall not encroach onto the access road.
- iv. Cable overhangs must meet the statutory requirements.

4. Bases

- i. The unit must stand on a concrete base or hard-standing.
- ii. The base must extend over the whole area occupied by the unit, and must project a sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely. The hard standings must be constructed to the industry guidance, current at the time of siting, taking into account local conditions.
- iii. Any cuttings litter or waste shall be removed from the immediate surrounds of the pitch.

5. Supply and Storage of Gas etc.

- i. Gas (including natural gas) and oil installations' and the storage of supplies shall meet current statutory requirements, relevant standards and Codes of Practice.
- ii. Liquid Petroleum Gas cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency.

6. Electrical Installations

- i. The electrical network installations shall be subject to regulation under current relevant legislation and must be designed, installed, tested,

inspected and maintained in accordance with the provision of the current relevant statutory requirements.

- ii. Any work on electrical installations and appliances shall be carried out only by persons who are competent to do the particular type of work being undertaken, in accordance with current statutory requirements.
- iii. Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements.

7. Water Supply

- i. The site shall be provided with a water supply sufficient in all respects to meet all reasonable demands of the caravan.
- ii. All new water supplies shall be in accordance with all current legislation, regulations and relevant British or European Standards.
- iii. All repairs and improvements shall be in accordance with all current legislation, regulations and relevant British and European Standards.
- iv. Work on water supplies and installations shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current relevant legislation and British or European Standards.

8. Drainage and Sanitation

- i. Surface water drainage shall be provided where appropriate to avoid standing pools of water.
- ii. There shall be a satisfactory provision for foul and waste water drainage either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority.^{vi}
- iii. Records of maintenance and emptying of septic tanks or cesspools must be maintained and made available to the council.
- iv. All drainage and sanitation provided shall be in accordance with all current legislation and British or European Standards.

9. Domestic Refuse Storage & Disposal

- i. All refuse disposal shall be in accordance with all current legislation and regulations.

10. Fire safety measures where the Regulatory Reform (Fire Safety) Order 2005.

- i. This does not apply (such as single unit sites and those sites solely occupied by family groups). Please see the notes for advice to owners and residents on fire detection and fire fighting equipment.^{vii}

ⁱ Plot 18 of Dinsdale Fields has planning permission under R/191/92 for permanent residential occupation of a caravan. Under planning permission R/48/97 which related to the non-compliance with Condition 3 imposed on planning permission R/191/92 for permanent residential occupation. Planning Permission should now be regularised.

ⁱⁱ The plan attached to the Official copy of the Land Registry title no. WSC196796 'Search from' date 09th May 2016 was provided with this application.

ⁱⁱⁱ Due to the site being well established over a significant number of years where this distance cannot be achieved a reasonable distance shall be maintained from neighbouring boundaries.

^{iv} Due to the site being well established over a significant number of years, where this distance of 3m cannot be achieved a reasonable distance shall be maintained.

^v Following consultation with the WSCC Fire Officer the following advice was provided:

Water supplies via mains fed hydrant are compliant with WSFRS policy as the one located in the business park is within scope to reach a fire appliance when parked within 45 m of a property.

In the current layout there is no scope for turning a fire appliance on the access road therefore a marshalled reverse would be permitted. This would be a low risk to the Fire and Rescue service and residents. This approval is for non complaint access requirement and does not set any precedent.

^{vi} Details of the drainage system including type of system, size and construction of any septic tank or cesspool must be provided within three months of issue of the site licence.

^{vii} Please follow the link to advice on home fire safety:

<https://www.westsussex.gov.uk/fire-emergencies-and-crime/west-sussex-fire-rescue-service/home-safety-advice/fire-safety-advice/>