Licence Authorising Land to be used as a Caravan Site

Licence number: 8286

Caravan Sites and 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

The Beaches Management Ltd.
of: 166 College Road
Harrow
Middlesex
HA1 1RA

to allow the land situate at:

Beechfield Caravan Park
Hook Lane
Aldingbourne
West Sussex
PO20 3XX

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

Signed:

[Signature]

Neil Williamson
Authorised Officer
Dated: 07 August 2020

This Licence is issued by Arun District Council; all enquiries should be made to:
Environmental Health, Arun District Council, Civic Centre, Maltravers Road,
Littlehampton, West Sussex, BN17 5LF or environmental.health@arun.gov.uk
NOTES

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

Appeal to Residential Property Tribunal 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 Residential Property Tribunal acting for the area in which the land is situated, and the Tribunal, 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 Residential Property Tribunal acting for the area in which the land to which the Site Licence relates is situated; and the Tribunal 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

9A (1) If it appears to a local authority in England who have issued a site licence in respect of a relevant protected site in their area that the occupier of the land concerned is failing or has failed to comply with a condition for the time being attached to the site licence, they may serve a compliance notice on the occupier.

(2) A compliance notice is a notice which—
(a) sets out the condition in question and details of the failure to comply with it,
(b) requires the occupier of the land to take such steps as the local authority consider appropriate and as are specified in the notice in order to ensure that the condition is complied with,
(c) specifies the period within which those steps must be taken, and
(d) explains the right of appeal conferred by subsection (3).

(3) Any occupier of land who has been served with a compliance notice may appeal to the tribunal against that notice.

(4) A local authority may—
(a) revoke a compliance notice;
(b) vary a compliance notice by extending the period specified in the notice under subsection (2)(c).

(5) The power to revoke or vary a compliance notice is exercisable by the local authority—
(a) on an application made by the occupier of land on whom the notice was served, or (b) on the authority’s own initiative.

(6) Where a local authority revoke or vary a compliance notice, they must notify the occupier of the land to which the notice relates of the decision as soon as is reasonably practicable.

(7) Where a compliance notice is revoked, the revocation comes into force at the time when it is made.

(8) Where a compliance notice is varied—
(a) if the notice has not become operative (see section 9H) when the variation is made, the variation comes into force at such time (if any) as the notice becomes operative in accordance with section 9H;
(b) if the notice has become operative when the variation is made, the variation comes into force at the time when it is made.

Compliance notice under section 9A: offence and multiple convictions

9B (1) An occupier of land who has been served with a compliance notice which has become operative commits an offence if the occupier fails to take the steps specified in the notice under section 9A(2)(b) within the period so specified under section 9A(2)(c).

(2) A person guilty of an offence under subsection (1) is liable on summary conviction to a fine not exceeding level 5 on the standard scale.

(3) In proceedings against an occupier of land for an offence under subsection (1), it is a defence that the occupier had a reasonable excuse for failing to take the steps referred to in subsection (1) within the period referred to in that subsection.

(4) Subsection (5) applies where—
(a) an occupier of land is convicted of an offence under subsection (1), and
(b) the occupier has been convicted on two or more previous occasions of an offence under subsection (1), or an offence under section 9 committed before the commencement of this section, in relation to the site licence to which the conviction mentioned in paragraph (a) relates.
(5) On an application by the local authority who served the compliance notice in question, the court before which the occupier of the land was convicted may make an order revoking the site licence in question on the date specified in the order.

(6) An order under subsection (5) must not specify a date which is before the end of the period within which notice of appeal (whether by case stated or otherwise) may be given against the conviction mentioned in subsection (4)(a).

(7) Where an appeal against the conviction mentioned in subsection (4)(a) is made by the occupier of the land before the date specified in an order under subsection (5), the order does not take effect until—
(a) the appeal is finally determined, or
(b) the appeal is withdrawn.

(8) On an application by the occupier of the land or by the local authority who issued the site licence, the court which made the order under subsection (5) may make an order specifying a date on which the revocation of the site licence takes effect which is later than the date specified in the order under subsection (5).

(9) But the court must not make an order under subsection (8) unless it is satisfied that adequate notice of the application has been given to the occupier of the land or to the local authority (as the case may be).

Compliance notice under section 9A: power to demand expenses

9C (1) When serving a compliance notice on an occupier of land, a local authority may impose a charge on the occupier as a means of recovering expenses incurred by them—
(a) in deciding whether to serve the notice, and
(b) in preparing and serving the notice or a demand under subsection (3).

(2) The expenses referred to in subsection (1) include in particular the costs of obtaining expert advice (including legal advice).

(3) The power under subsection (1) is exercisable by serving the compliance notice together with a demand which sets out—
(a) the total expenses the local authority seek to recover under subsection (1) ("relevant expenses"),
(b) a detailed breakdown of the relevant expenses, and
(c) where the local authority propose to charge interest under section 9I, the rate at which the relevant expenses carry interest.

(4) Where a tribunal allows an appeal under section 9A against the compliance notice with which a demand was served, it may make such order as it considers appropriate—
(a) confirming, reducing or quashing any charge under this section made in respect of the notice, and
(b) varying the demand as appropriate in consequence.

Power to take action following conviction of occupier

9D (1) Where an occupier of land is convicted of an offence under section 9B(1) (failure to take steps required by a compliance notice), the local authority who issued the compliance notice may—
(a) take any steps required by the compliance notice to be taken by the occupier, but which have not been so taken; and
(b) take such further action as the authority consider appropriate for ensuring that the condition specified in the compliance notice is complied with.

(2) Where a local authority propose to take action under subsection (1), they must serve on the occupier of the land a notice which—
(a) identifies the land and the compliance notice to which it relates,
(b) states that the authority intend to enter onto the land,
(c) describes the action the authority intend to take on the land,
(d) if the person whom the authority propose to authorise to take the action on their behalf is not an officer of theirs, states the name of that person, and
(e) sets out the dates and times on which it is intended that the action will be taken (in particular, when the authority intend to start taking the action and when they expect the action to be completed).

(3) The notice must be served sufficiently in advance of when the local authority intend to enter onto the land as to give the occupier of the land reasonable notice of the intended entry.

(4) In a case where the local authority authorise a person other than an officer of theirs to take the action on their behalf, the reference in section 26(1) to an authorised officer of the local authority is to be read as including that person.

(5) The requirement in section 26(1) to give 24 hours’ notice of the intended entry, in its application to a case within this section, applies only in relation to the day on which the local authority intend to start taking the action on the land.

Power to take emergency action

9E (1) A local authority in England who have issued a site licence in respect of a relevant protected site in their area may take action in relation to the land concerned if it appears to the authority that—
(a) the occupier of the land is failing or has failed to comply with a condition for the time being attached to the site licence, and
(b) as a result of that failure there is an imminent risk of serious harm to the health or safety of any person who is or may be on the land.

(2) The action a local authority may take under this section (referred to in this section as “emergency action”) is such action as appears to the authority to be necessary to remove the imminent risk of serious harm mentioned in subsection (1)(b).

(3) Where a local authority propose to take emergency action, the authority must serve on the occupier of the land a notice which—
(a) identifies the land to which it relates,
(b) states that the authority intend to enter onto the land,
(c) describes the emergency action the authority intend to take on the land,
(d) if the person whom the authority propose to authorise to take the action on their behalf is not an officer of theirs, states the name of that person, and
(e) specifies the powers under this section and section 26 as the powers under which the authority intend to enter onto the land.

(4) A notice under subsection (3) may state that, if entry onto the land were to be refused, the authority would propose to apply for a warrant under section 26(2).

(5) A notice under subsection (3) must be served sufficiently in advance of when the local authority intend to enter onto the land as to give the occupier of the land reasonable notice of the intended entry.

(6) In a case where the local authority authorise a person other than an officer of theirs to take the emergency action on their behalf, the reference in section 26(1) to an authorised officer of the local authority is to be read as including that person.

(7) Section 26(1), in its application to a case within this section, has effect as if—
(a) the words "at all reasonable hours" were omitted, and
(b) the words from "Provided that" to the end were omitted.

(8) Within the period of seven days beginning with the date when the authority start taking the emergency action, the authority must serve on the occupier of the land a notice which—
(a) describes the imminent risk of serious harm to the health or safety of persons who are or may be on the land,
(b) describes the emergency action which has been, and any emergency action which is to be, taken by the authority on the land,
(c) sets out when the authority started taking the emergency action and when the authority expect it to be completed,
(d) if the person whom the authority have authorised to take the action on their behalf is not an officer of theirs, states the name of that person, and
(e) explains the right of appeal conferred by subsection (9).

(9) An occupier of land in respect of which a local authority has taken or is taking emergency action may appeal to [ the tribunal ] 2 against the taking of the action by the authority.

(10) The grounds on which the appeal may be brought are—
(a) that there was no imminent risk of serious harm as mentioned in subsection (1)(b) (or, where the action is still being taken, that there is no such risk);
(b) that the action the authority has taken was not necessary to remove the imminent risk of serious harm mentioned in subsection (1)(b) (or, where the action is still being taken, that it is not necessary to remove the risk).

(11) The ways in which a notice under this section may be served include by fixing it in a prominent place at or near the main entrance to the land.

**Action under section 9D or 9E: power to demand expenses**

9F (1) Where a local authority take action under section 9D or emergency action under section 9E, the authority may impose a charge on the occupier of the land as a means of recovering expenses incurred by them—
(a) in deciding whether to take the action,
(b) in preparing and serving any notice under section 9D or 9E or a demand under subsection (6), and
(c) taking the action.

(2) The expenses referred to in subsection (1) include in particular the costs of obtaining expert advice (including legal advice).

(3) In the case of emergency action under section 9E, no charge may be imposed under subsection (1) until such time (if any) as is determined in accordance with subsection (4).

(4) For the purposes of subsection (3), the time when a charge in respect of emergency action may be imposed is—
(a) if no appeal against the local authority’s decision to take the emergency action is brought under section 9E (9) within the appeal period under section 9G, at the end of that period;
(b) if an appeal is brought under that section and a decision on the appeal confirms the authority’s decision—
(i) where the period within which an appeal to the Upper Tribunal may be brought expires without such an appeal having been brought, the end of that period;
(ii) where an appeal to the Upper Tribunal is brought, when a decision is given on the appeal confirming the authority’s decision.

(5) For the purposes of subsection (4)—
(a) the withdrawal of an appeal against a decision by the local authority has the same effect as a decision on the appeal confirming the authority’s decision;
(b) references to a decision on the appeal confirming the authority’s decision are to a decision which confirms that decision with or without variation.

(6) The power under subsection (1) is exercisable by serving on the occupier of the land a demand for the expenses which—
(a) sets out the total expenses the local authority seek to recover under subsection (1) ("relevant expenses"),
(b) sets out a detailed breakdown of the relevant expenses,
(c) where the local authority propose to charge interest under section 9I, sets out the rate at which the relevant expenses carry interest, and
(d) explains the right of appeal conferred by subsection (7).

(7) An occupier of land who is served with a demand under this section may appeal to the tribunal against the demand.

(8) A demand under this section must be served—
(a) in the case of action under section 9D, before the end of the period of two months beginning with the date on which the action is completed;
(b) in the case of emergency action under section 9E—
   (i) before the end of the period of two months beginning with the earliest date (if any) on which a charge may be imposed in accordance with subsection (4),
   or
   (ii) if the action has not been completed by the end of that period, before the end of the period of two months beginning with the date on which the action is completed.

Appeals under section 9A, 9E or 9F

9G (1) An appeal under section 9A, 9E or 9F must be made before the end of the period of 21 days beginning with the date on which the relevant document was served (referred to in this section and section 9H as "the appeal period").

(2) In subsection (1), "relevant document" means—
   (a) in the case of an appeal under section 9A, the compliance notice;
   (b) in the case of an appeal under section 9E, the notice under subsection (8) of that section;
   (c) in the case of an appeal under section 9F, the demand under that section.

(3) The tribunal may allow an appeal under section 9A, 9E or 9F to be made to it after the end of the appeal period if it is satisfied that there is a good reason for the failure to appeal before the end of that period (and for any delay since then in applying for permission to appeal out of time).

(4) An appeal under section 9A, 9E or 9F—
   (a) is to be by way of a rehearing, but
   (b) may be determined having regard to matters of which the local authority who made the decision were unaware.

(5) The tribunal may by order—
   (a) on an appeal under section 9A, confirm, vary or quash the compliance notice;
   (b) on an appeal under section 9E, confirm, vary or reverse the decision of the local authority;
   (c) on an appeal under section 9F, confirm, vary or quash the demand.

When compliance notice or expenses demand becomes operative

9H (1) The time when a compliance notice under section 9A or a demand under section 9C or 9F becomes operative (if at all) is to be determined in accordance with this section.

(2) Where no appeal under section 9A is brought within the appeal period against the compliance notice, the notice and any demand under section 9C which was served with it become operative at the end of that period.

(3) Where no appeal under section 9F is brought within the appeal period, the demand under that section becomes operative at the end of that period.

(4) Where an appeal under section 9A is brought, and a decision on the appeal confirms the compliance notice, the notice and any demand under section 9C which was served with it become operative—
   (a) where the period within which an appeal to the Upper Tribunal may be brought expires without such an appeal having been brought at the end of that period;
   (b) where an appeal to the Upper Tribunal is brought and a decision on the appeal is given which confirms the notice, at the time of the decision.

(5) Where an appeal under section 9F is brought, and a decision on the appeal confirms the demand under that section, the demand becomes operative—
   (a) where the period within which an appeal to the Upper Tribunal may be brought expires without such an appeal having been brought, at the end of that period;
   (b) where an appeal to the Upper Tribunal is brought and a decision on the appeal is given which confirms the demand, at the time of the decision.

(6) For the purposes of subsections (4) and (5)—
   (a) the withdrawal of an appeal against a notice or demand has the same effect as a decision confirming the notice or demand;
   (b) references to a decision which confirms the notice or demand are to a decision which confirms the notice or demand with or without variation.

Recovery of expenses demanded under section 9C or 9F

9I (1) As from the time when a demand under section 9C or 9F becomes operative, the relevant expenses set out in the demand carry interest at such rate as the local authority may fix until recovery of all sums due under the demand; and the expenses and any interest are recoverable by them as a debt.

(2) As from that time, the expenses and any interest are, until recovery, a charge on the land to which the compliance notice or emergency action in question relates.

(3) The charge takes effect at that time as a legal charge which is a local land charge.

(4) For the purpose of enforcing the charge the local authority have the same powers and remedies under the Law of Property Act 1925 and otherwise as if they were mortgagees by deed having powers of sale and lease, of accepting surrenders of leases and of appointing a receiver.

(5) The power of appointing a receiver is exercisable at any time after the end of the period of one month beginning with the date on which the charge takes effect.
(6) In this section, “relevant expenses”—
(a) in the case of a demand under section 9C, has the meaning given by subsection (3) of that section;
(b) in the case of a demand under section 9F, has the meaning given by subsection (6) of that section.

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.

(1A) A local authority in England may require an application for consent to the transfer of a site licence in respect of a relevant protected site in their area to be accompanied by a fixed fee by the local authority.

(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, authorise 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.
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 any general conditions applied to this type of licence.

This licence replaces that issued on 09 August 2018

Number of permanent residential caravans permitted: Thirty-eight (38)
Schedule

Address: Beechfield Caravan Park, Hook Lane, Aldingbourne, West Sussex, PO20 3XX.

Types of Caravan

1. No caravans other than caravans complying with Section 29(1) of the Caravan Sites and Control of Development Act 1960, and Section 13 of the Caravan Sites Act 1968, and any other Acts or Regulations amending or extending the said Acts shall be stationed or kept on the site.

2. No huts, sheds, tents, porches, verandahs, fences, or other structures or buildings or vehicles (other than privately licensed vehicles, which shall be parked within the parking spaces provided in accordance with these Conditions) shall be erected, placed or kept on the site unless prior approval in writing is obtained from the Council.

Layout of Caravans

3. No caravan shall be less than three metres from the site boundary unless either:

   i) the caravan is at least six metres from any other caravan in separate occupation on this particular site; or

   ii) approval in writing is obtained from the Council; or

   iii) the caravan is sited next to the site boundary that is adjacent to the track that runs between Hook Lane and the railway line.

Without prejudice to the above, the number of caravans on the site shall not at any time exceed thirty-eight permanent residential.

No caravan shall be less than two metres from a carriageway, unless approval in writing is obtained from the Council.

Hardstandings

4. Every caravan shall stand on a hardstanding of suitable material (see Appendix B) which should extend over the whole area occupied by the caravan placed upon it and should project not less than one metre outwards from the entrance or entrances of the caravan.

Roads and Footpaths

5. Each standing shall be connected to a carriageway by a suitably surfaced footpath. Footpaths should be not less than 0.75 metres wide.

   Roads of suitable material (see Appendix C) shall be provided.

   Carriageways shall be not less than 3.7 metres wide, or, if they form part of a one-way traffic system, 2.75 metres wide.
Fire-Fighting Appliances

6. Facilities shall be provided and maintained on the site for fire-fighting purposes in accordance with Appendix A to these Conditions.

**Exemption** – For the purposes of paragraph 10 of Appendix A, the provision of a public telephone is not necessary, providing ALL caravans have their own telephones.

Electrical Installations

7. All electrical installations shall satisfy the requirements of Appendix A of these Conditions.

Water Supply

8. Each caravan shall be provided with an internal piped water supply, which shall be from a mains supply where reasonably practicable.

   An adequate supply of water shall be maintained at all times.

   The provision of these facilities shall comply with British Standard Code of Practice CP.310 (1965).

Drainage, Sanitation and Washing Facilities

9. Provision shall be made for foul drainage from the site and such drainage shall be connected to a public sewer where such is available and the connection is physically possible.

   All drainage manholes, connections and inlets shall be so constructed and maintained as to:
   
   i) prevent any extraneous matter gaining access to the drainage system or the Council's sewer; and
   ii) not admit subsoil water.

   The standing for each caravan shall be provided with a connection to the foul drainage system, such a connection being capable of being made airtight when not in use.

   The provision of separate laundry facilities is not necessary on this site. This is a relaxation of the Council's approved standard and takes into account the character of the site and other local conditions.

   Adequate surface water drainage to footpaths and other paved areas for the site generally shall be provided and properly maintained.

   The use of chemical closets shall be permitted only where express approval in writing has been given by the Council. The design and positioning of chemical closet disposal points must be approved by the Council.

Refuse Disposal

10. Every caravan shall be provided with a refuse bin with a close-fitting lid or other such facilities as the Council shall approve in writing. Suitable arrangements shall also be made for the siting and regular emptying of such refuse bins.
Vehicle Parking

11. Parking spaces properly surfaced to the satisfaction of the Council shall be provided on the site for at least one vehicle for every caravan hardstanding.

The siting and layout of such parking spaces shall be approved by the Council in writing.

Vehicles shall not be parked on the site other than on approved parking spaces.

Maintenance

12. Each caravan, building, hut, shed, porch, verandah or other structure, together with hardstandings, roads and footpaths, on the site shall be maintained in good repair and condition at all times.

General Layout and Amenity of Site

13. The site shall be so laid out, managed and maintained as to enhance and preserve the amenities thereof.

Recreational Space

14. The provision of recreational space is not necessary on this site. This is a relaxation of the Council’s approved standard and takes into account the character of the site and other local conditions.

Storage Space

15. The provision of separate storage space for each caravan is not necessary on this site. This is a relaxation of the Council’s approved standard and takes into account the character of the site and other local conditions.

Display of Licence

16. At all times when caravans are stationed or kept on the site for the purposes of human habitation, a copy of the Licence and of these Conditions shall be displayed in a conspicuous position.

As an alternative to this Condition, all residents should be provided with a copy of the Site Licence.

N.B.: All applications for approval under the terms of this Licence shall be made by the Site Licensee and such approval by the Council is subject to any necessary consents under the Town and Country Planning Acts and the Building Regulations.
Appendix A

Fire-Fighting Appliances

Fire Points

1. These shall be established so that no caravan or site building is more than 30 metres from a fire point. They shall be easily accessible and clearly and conspicuously marked ‘FIRE POINT’.

Fire-Fighting Equipment

2. Where water standpipes are provided and the is a water supply of sufficient pressure and flow to project a jet of water approximately five metres from the nozzle, such water standpipes shall be situated at each fire point together with a reel of small diameter hose of not less than 30 metres in length, having a means of connection to a water standpipe (preferably a screw-thread connection) and terminating in a small hand-control nozzle. Hoses shall be housed in a box painted red and marked ‘HOSE REEL’.

3. Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with either water extinguishers (two x nine litres) or a water tank of at least 500 litres capacity fitted with a hanged cover, two buckets and one hand pump or bucket pump.

Fire Warning

4. A means of raising the alarm in the event of a fire shall be provided at each fire point. This could be by means of a manually operated sounder e.g. metal triangle with a striker, gong or hand-operated siren.

Maintenance

5. All alarm and fire-fighting equipment shall be maintained in working order and available for inspection by or on behalf of the licensing authority.

6. All equipment susceptible to damage by frost shall be suitably protected.

Fire Notices

7. A clearly written and conspicuous notice shall be provided and maintained at each fire point to indicate the action to be taken in case of fire and the location of the nearest telephone. This notice shall include the following:

‘On discovering a fire:

i) ensure the caravan or site building involved is evacuated
ii) raise the alarm
iii) call the Fire and Rescue service – the nearest telephone is sited…………
iv) attack the fire using the fire-fighting equipment provided.
It is in the interest of all occupiers of this site to be familiar with the above routine and the method of operating the fire alarm and fire-fighting equipment.

Fire Hazards

8. Long grass and vegetation should be cut at frequent and regular intervals to prevent it becoming a fire hazard. Any such cuttings shall be removed from the vicinity of caravans.

9. Provision shall be made for the storage of liquefied petroleum gas and regard shall be had to the Health and Safety Executive Code of Practice for the keeping of Liquefied Petroleum Gas in Cylinders and Similar Containers.

Telephones

10. A telephone shall be available on the site for calling the police, fire and rescue service, ambulance or other services in an emergency.

Notice on Fire Hydrants

Where there is a water supply of sufficient pressure and flow, there may be a requirement to install a fire hydrant to conform with BSS 750 within 100 metres of every caravan hardstanding.

Electrical Installations

1. Sites shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated thereon.

2. Such electrical installation other than Electricity Board works and circuits subject to regulations made by the Secretary of State for Energy, under Section 60 of the Electricity Act 1947, shall be installed and maintained in accordance with the requirements of the Institution of Electrical Engineers Regulations for the Electrical Equipment of Buildings (the IEE Wiring Regulations) for the time being in force, and where appropriate to the standard which would be acceptable for the purposes of the Electricity (Overhead Lines) Regulations 1970, SI 1970 no. 1355.

3. The installation shall be inspected not less than once every 12 months (in the case of underground installations three years) or in such longer period as may be recommended by a person who shall be one of the following:

   i) a professionally qualified Electrical Engineer;
   ii) a member of the Electrical Contractors’ Association;
   iii) a member of the Electrical Contractors’ Association of Scotland;
   iv) a certificate holder of the National Inspection Council for Electrical Installation Contracting; or
   v) A qualified person acting on behalf of one of these (in which case it should be stated from whom he is acting).

Such person shall within one months of such an inspection, issue an inspection certificate in the form prescribed in the IEE Wiring Regulations, which shall be retained by the site operator and displayed with the site licence. The cost of the inspection and report shall be met by the site operator.
Appendix B

Hardstanding Construction

1. This Appendix specifies a minimum acceptable standard for the construction of hardstandings. Other forms of construction to an equivalent or better standard may be used, subject to written approval by the Council.

2. The site of the standing shall be cleared of any turf or vegetable growth and a 150 millimetre consolidated thickness of hardcore shall be laid thereon, suitably blinded to received precast concrete (1:2:6) 100 millimetres thick spread over site and properly levelled; or suitably blinded to receive a covering of heavy 1000-gauge polythene sheeting properly lapped and finally graded with a covering of at least 50 millimetres thickness of pea shingle laid to a level and even surface.

3. Each caravan hardstanding which incorporates a connection to the foul drainage system shall comply with the following minimum standard:

   i) where the foul drainage connections are external to the caravan standing, the drainage connection shall be provided with dishing and kerbing in accordance with good drainage practice.
Appendix C

Road Construction

1. This Appendix specifies a minimum acceptable standard for the construction of roads. Other forms of construction to an equivalent or better standard may be used, subject to written approval by the Council.

2. Site of road to be excavated below level of any turf or vegetation and a sub-base of 75 millimetre consolidated thickness of clinker should be laid thereon and thoroughly compacted. Where the natural soil provides a hard, granular formation, the clinker may be dispensed with, but where soil is soft or clay, the clinker shall be laid to such greater thickness than 75 millimetres as is necessary.

3. A base of 150 millimetres consolidated thickness of wall ballast shall be laid on the clinker, consolidated by a roller weighing at least six tonnes. The wall ballast should be surfaced with an approved hoggin of DoE Type 2 filling material of 75 millimetre thickness. Surface dressing to be tar spray and pea shingle or chips. This surface dressing shall be repeated as necessary to maintain a well-sealed impervious surface. As an alternative to tar, bituminous emulsion may be used.

4. Road to be cambered on the crossfall, depending on the terrain, to a gradient of 1/36 with longitudinal falls of at least 1/200. Adequate provision shall be made for surface water drainage by means of 460 millimetre diameter x 920 millimetre road gullies (one gully to every 160 metres² of road surface) discharging into surface water drains with all necessary manholes and made to connect with the Council’s surface water sewer where practicable. If there is no suitable outfall, other means of disposal shall be provided. If soakaways are provided for road drainage, they shall be of permanent construction, capable of being cleansed and wherever practicable should be of such capacity as to store 12 millimetres of rain over the area discharging to each soakaway. The base of the soakaway should be carried down to a pervious stratum.