

Caravan Sites and Control of Development Act 1960

Conditions for Caravan Site Licence

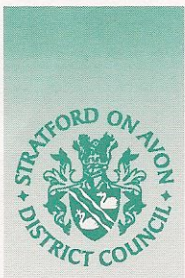
Residential Caravan Site

Licence Reference CSL/18/61

Oak Tree Farm Caravan Site
Juggins Lane
Earlswood

*Stratford District Council
Public Protection Department
Elizabeth House
Church Street
Stratford-Upon-Avon
Warwickshire
CV37 6HX*

9 July 2007



STRATFORD ON AVON DISTRICT COUNCIL

ENVIRONMENTAL HEALTH DEPARTMENT

Licence Issued To: Asa Hartley

Schedule of Conditions for Caravan Site Licence No. CSL/18/61

Oak Tree Farm Caravan Site Juggins Lane Earlswood

Issued to Mr N Marshall Upton Park Upton Huntingdon

on 12 May 1971 by Stratford on Avon District Council

Transferred to Mrs Helen Ann Hartley Tudor House

Lawn Lane Coven Nr Wolverhampton on 5 January 1987

Transferred to Mr Asa Hartley, Dunromin, 35 Lawn Lane, Coven, Staffordshire, WV9 5AY on 9 July 2007.

Amended 15 July 1971 18 February 1981 1 July 1987

19 May 1988 25 July 2003 29 November 2006

Delete conditions 1-48 and substitute the following:

1. The land may be used as a residential caravan site in accordance with Established Use Rights
2. The total number of caravans at any one time shall not exceed 65
3. The storage or parking of any other uninhabited caravan shall not be allowed, provided that this Condition shall not apply to any touring caravan owned by a current site resident and kept on the site car park.
4. The licensed site shall not exceed 2.26 hectares (5.58 acres) as per the plan annexed hereto.
5. All caravans on the site for occupation shall be not less than 4.88 metres (16 ft.) long (excluding any draw bar or similar projection) and an overall width of not less than 1.98 metres (6' 6")
6. The caravans to be stationed on the site shall be maintained at all times in a weatherproof condition and in a good state of repair and shall be capable of being moved from one place to another, whether by being towed or being transported on a motor vehicle or trailer.
7. The boundaries of the site shall be clearly marked, for example by fences or hedges. In addition, the site owner shall give the Local Authority a plan of its layout. A 3 metre wide area shall be kept clear within the inside of all boundaries.
8. Roads and footpaths shall be designed to provide adequate access for fire appliances. (Detailed guidance on turning circles, etc. is available from Fire Authorities). Roads of suitable material shall be provided so that no caravan standing is more than 50 metres from a road. Each standing shall be connected to a carriageway by a footpath with a hard surface. Roads shall not be less than 3.7 metre wide, or, if they form part of a clearly marked one-way traffic system, 3 metre wide. Gateways shall be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths shall not be less than 0.75 metres wide. Roads shall have no overhead cable less than 4.5 metre above the ground. Roads and footpaths shall be suitably lit. Emergency vehicle routes within the site shall be kept clear of obstruction at all times.

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9. Roads and footpaths shall be provided with adequate means of artificial lighting. The times of illumination shall coincide with the normal practice for street lighting in the Stratford-on-Avon District Council's area.
10. Subject to the following variations, every caravan shall be not less than 6 metres from any other caravan which is occupied separately and not less than 2 metres from a road. The point of measurement for porches, awnings, etc. is the exterior cladding of the caravan.

Porches may protrude 1 metre into the 6 metre separation distance and shall be constructed of materials giving ½ hour fire resistance. The maximum size of porch permitted is 1.2 m wide x

The porch may not protrude above the structure it serves. Porches may be of an open or closed type.

Closed type porches will only be permitted where:

- (i) the door to the porch is fitted so as to open outwards, and is not fitted with any locking or bolting device; and
- (ii) another door is provided to the caravan which is easily accessible at all times. Steps shall be provided to this door to permit safe egress of occupants in the event of fire.

Only one porch shall be permitted per unit.

Eaves, drainpipes and bay windows may extend into the 6 metre space provided the total distance between the extremities of 2 adjacent units is not less than 5.25 metres.

Where there are ramps for the disabled, verandahs and stairs extending from the unit, there shall be 4.5 m clear space between them and two such items shall not face each other in any space. If they are enclosed, they may need to be considered as part of the unit and, as such, shall not intrude into the 6 m space.

A garage, a shed or a covered storage space shall be permitted between units only if it is of non-combustible construction (including non-combustible roof) and sufficient space is maintained around each unit so as not to prejudice means of escape in case of fire. Windows in such structures shall not face towards the units on either side. Car ports and covered walkways shall in no circumstances be allowed within the 6 metre space.

11. All structures attached to a caravan must be removed when the caravan is removed. Where a caravan has an extension, porch, shed and/or greenhouse in existence at the time of the issue of this Licence which extension, porch, shed and/or greenhouse does not comply with requirements of this Site Licence relating to any such structure then:
- (a) upon removal of the caravan the structure serves
 - or
 - (b) upon the sale of the caravan and before its re-occupation
 - or
 - (c) upon replacement of any such structure, whichever is the sooner, that structure shall be removed

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(NB: Any structure not complying with the requirements of this Licence may only be replaced by a structure approved in accordance with the requirements of this Licence).

12. Every caravan shall be stationed on a hard standing of approved material. The hard standing shall extend over the whole area occupied by the caravan and shall project not less than one metre (3 ft.) outwards from the entrance or entrances of the caravan. Approved materials for the purpose of the condition are:-
- a) 100 mm (4") concrete;
 - b) concrete slabs at least 50 mm (2") thick laid on four inches of ashes;
 - c) 50 mm (2") thick of concrete laid on 50 mm of hardcore or gravel;
or
 - d) stand on 50 mm (2") concrete slabs (under wheels and jacks and surrounds) the remainder of the area underneath to be 50 mm (2") of gravel on 100 mm (4") ashes or hardcore.
13. Any of the structures permitted by Condition No. 10 shall not be erected without the prior approval in writing of the Director of Environmental Services of the Stratford on Avon District Council.
14. One car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Suitably surfaced parking spaces shall be provided where necessary to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats shall not be parked between units.

Water Supply and Waste Water Disposal

15. All parks shall be provided with a water supply in accordance with appropriate Water Byelaws and statutory quality standards.

Drainage, Sanitation, Washing and Laundry Facilities

16. Each caravan standing shall be provided with a separate water closet in a permanent structure in an accessible position properly connected to the foul drainage system. This condition will be deemed to be satisfied where a caravan has its own internal water closet which is properly connected to the foul drainage system and to the water service. The individual connections shall be capable of being made air-tight when not in use.
17. An adequate system of drains for foul water drainage shall be provided and connected to a public sewer or sewage disposal plant or discharge to a properly constructed and adequate septic tank or cesspool approved in writing by the Director of Environmental Services of the Stratford on Avon District Council.

Refuse Storage and Disposal

18. Every caravan standing shall have a properly constructed refuse bin with a close fitting lid or any similar approved type of refuse storage receptacle for domestic refuse. Arrangements shall be made for such receptacles to be emptied regularly and as frequently as may be necessary.

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19. The refuse receptacle to be kept on a hard standing.
20. The site to be kept free of litter and refuse at all times and no refuse or other materials shall be placed under the caravans.

Fire Fighting Appliances

21. A fire point shall be provided so that no caravan or site building is more than 30 metres from a fire point. Each fire point shall be clearly and conspicuously marked "FIRE POINT" in 128 mm white lettering on a red background and be housed in a weatherproof structure.

Every fire point shall be provided as follows:-

Where water stand pipes are provided and there is a water supply of sufficient pressure and flow to project a jet of water approximately 5 metres from the nozzle, such water stand pipes shall be situated at each fire point, together with a reel that complies with British Standard 5306 Part 1, with a hose not less than 30 metres long, having a means of connection to it (preferably a screw thread connection) with a water supply of sufficient pressure and terminating in a small hand control nozzle. Hoses shall be housed in a box painted red and marked "HOSE REEL".

22. Where stand pipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants shall be installed within 100 metres of every caravan standing. Hydrants shall conform to British Standard 750. Access to hydrants and other water supplies shall not be obstructed or obscured.
23. Where stand pipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with either water extinguishers (2 x 9 litre) or a water tank of at least 500 litres capacity fitted with a hinged cover, 2 buckets and 1 hand pump or bucket pump.

All equipment susceptible to damage by frost shall be suitably protected

Fire Notices

24. A clearly written and conspicuous notice shall be provided and maintained at each fire point indicating the action to be taken in case of fire. This notice shall include the following:-

"On discovering a fire:

1. Ensure the caravan or site building is evacuated.
2. Raise the alarm
3. Call the Fire Brigade (the nearest telephone is)
4. Attach the fire using the fire fighting equipment provided, if safe to do so.

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."

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25. An immediately accessible telephone shall be available on the site for calling the emergency services. A notice by the telephone shall include the address of the site.

Fire Warning

26. 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. The advice of the Fire Authority shall be sought on an appropriate system.
27. All alarm and fire fighting equipment shall be installed, tested and maintained in working order by a competent person and be available for inspection by, or on behalf of, the licensing authority. A log book shall be kept to record all tests and any remedial action.
28. There shall be provided inside each caravan in an easily accessible position either a 4.5 litres or 1 gallon minimum capacity water type, or a 1 kg. or 2lb minimum capacity dry powder fire extinguisher. An extinguisher containing vapourising liquids shall not be used by a person inside the residential caravan or from outside whilst other persons are in the residential caravan.
29. Long grass and vegetation shall be cut at frequent and regular intervals where necessary to prevent it becoming a fire hazard to caravans, buildings or other installations on the site. Any such cuttings shall be removed from the vicinity of caravans. The space beneath and between caravans shall not be used for the storage of combustible materials.

Storage of Liquefied Petroleum Gas (LPG)

30. LPG storage supplied from tanks shall comply with Guidance Booklet HSG 34 "The Storage of LPG at Fixed Installations" or, where LPG is supplied from cylinders, with Guidance Note CS4 "The Keeping of LPG in Cylinders and Similar Containers" as appropriate.
31. Where there are metered supplies from a common LPG storage tank, the Guidance Note CS11 "The Storage and Use of LPG at Metered Estates" provides further guidance. In this case and where a British Gas mains supply is available, then the Gas Safety (Installation and Use) Regulations 1984 and the Pipe-lines Act 1962 may also be applicable.
32. Exposed gas bottles or cylinders shall not be within the separation boundary of an adjoining unit.
33. LPG installations shall conform to British Standard 5482 "Code of Practice for domestic butane and propane gas burning installations, Part 2: 1977 Installations in Caravans and non-permanent dwellings."
34. For mains gas supply, the 1984 Regulations will be relevant for the installation downstream of any service pipe(s) supplying any primary meter(s) and such service pipes are subject to the Gas Safety Regulations 1972.
35. In cases where the site owner supplies gas to caravans on the site he may need an authorisation to do so from OFGAS under the Gas Act 1986.

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Electrical Installations

36. The site shall be provided with an electricity supply sufficient to meet all reasonable demands of the caravans situated thereon.
37. Any electrical installations, which are not Electricity Board works and circuits subject to regulations made by the Secretary of State under section 16 of the Energy Act 1983 and section 64 of the Electricity Act 1947, should be installed, tested and maintained in accordance with the provisions of the Institution of Electrical Engineers' (IEE) Regulations for Electrical Installations for the time being in force, and where appropriate, to the standard which would be acceptable for the purposes of the Electricity Supply Regulations 1988, Statutory Instrument 1988 No. 1057.
38. Work on electrical installations and appliances shall be carried out only by competent persons such as the manufacturer's appointed agent, the electricity supplier, a professionally qualified electrical engineer, a member of the Electrical Contractors' Association, a contractor approved by the National Inspection Council for Electrical Installation Contracting, or a qualified person acting on behalf of one of the above.

The installations shall be inspected periodically: under IEE Wiring Regulations every year or such longer period (not exceeding 3 years) as is considered appropriate in each case. When an installation is inspected, it shall be judged against the current regulations.

The inspector shall, within one month 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, supplemented or replaced by subsequent certificates, with the site licence. The cost of the inspection and report shall be met by the site operator or licence holder.

39. If there are overhead electricity lines on the site, suitable warning notices shall be displayed at the entrance to the site and on supports for the line. Where appropriate, particular attention shall be drawn to the danger of masts of yachts or dinghies contacting the line.

General

40. There shall be adequate surface water drainage for carriageways, footways and paved areas and they shall be maintained in a proper state of repair.
41. The water services and fittings fire fighting equipment, refuse receptacles and other facilities required by these conditions shall be maintained at all times in a proper state of repair and kept as clean as necessary.
42. A copy of the licence and conditions attached shall be kept prominently displayed on the site and adequately protected from the weather.
43. No combustibles shall be stored underneath the caravans.
44. A suitable sign shall be prominently displayed at the site entrance indicating the name of the site.

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45. Notices and a plan shall be displayed on the site setting out the action to be taken in the event of an emergency. They shall show where the police, fire brigade, ambulance, and local doctors can be contacted, and the location of the nearest public telephone. The notices shall also give the name and location/telephone number of the site licence holder or his/her accredited representative.
46. At sites subject to flood risk, warning notices shall be displayed giving advice about the operation of any flood warning system.

Special Note

The issue of this licence does not remove the need for approval under the Building Regulations for the execution of works or erection of buildings to comply with the site licence conditions. Before submission of proposals for Building Regulations purposes they shall be forwarded to the Council's Director of Environmental Services to ensure that licence conditions will be satisfied.



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Head of Environment

Dated: **9 of July 2007**

SH/SMS/CSL/18/61