



Agenda

Public Protection Committee

Date:	Wednesday, 14 February 2018 at 2:00pm
Venue:	Town Hall, St Annes, FY8 1LW
Committee members:	<p>Councillor Angela Jacques (Chairman) Councillor Neil Harvey (Vice-Chairman)</p> <p>Councillors Frank Andrews, Jan Barker, Keith Beckett ISO, Brenda Blackshaw, Alan Clayton, Gail Goodman JP, Shirley Green, Peter Hardy.</p>

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Confirmation of Minutes: To confirm the minutes, as previously circulated, of the meeting held on 11 December 2017 as a correct record.	1
3	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 22(c).	1
	DECISION ITEMS:	
4	Wheelchair Accessible Vehicles	3 - 6
5	Caravan Site Licensing - Review of Mobile Home Fee Policy	7 - 15
6	Caravan Site Licensing - Lyndale Caravan Park	16 - 26
7	Caravan Site Licensing - Primrose Bank Caravan Park	27 - 51
8	Caravan Site Licensing- Whitmore Farm Caravan Park	52 - 66

Contact: Sharon Wadsworth - Telephone: (01253) 658546 – Email: democracy@fylde.gov.uk

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<http://fylde.cmis.uk.com/fylde/DocumentsandInformation/PublicDocumentsandInformation.aspx>

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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	PUBLIC PROTECTION COMMITTEE	14 FEBRUARY 2018	4
WHEELCHAIR ACCESSIBLE VEHICLES			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

The current Hackney Carriage and Private Hire Licensing Policy only permits new hackney carriage licences being granted in respect of purpose built, side loading wheelchair accessible vehicles that are less than 6 years old from the date of first registration. The Policy also permits a maximum length of vehicle.

A licensed private hire operator in the Borough has requested that the policy be amended so that new hackney carriages licences can also be granted in respect of vehicles that would otherwise comply but are rear loading wheelchair accessible vehicles instead of side loading and to also licence vehicles longer than the maximum length.

RECOMMENDATION

1. That the Committee considers and determines the request.

SUMMARY OF PREVIOUS DECISIONS

8th March 2005

Public Protection Committee resolved to grant new Hackney Carriage vehicle licences on application to vehicles less than a year old at the time of the initial grant of the Hackney Carriage licence for purpose built wheelchair accessible vehicles.

20th June 2006

As part of the introduction of the new Hackney Carriage and Private Hire Licensing Policy, the age restriction was relaxed to 2 years for purpose built wheelchair accessible vehicles.

16th October 2017 - Full Council

Following consultation upon a revised Hackney Carriage and Private Hire Licensing Policy, the Policy was amended as follows:

Any new Hackney Carriage vehicle licences are only granted in respect of vehicles that are:

- i) less than six years old at the time of the initial grant of the new Hackney Carriage licence and
- (ii) a purpose built vehicle, designed and developed for use as a wheelchair accessible taxi. Wheelchair access must be from the side and not from the rear.

The vehicle must be unaltered from the manufacturers/converters specification and documentation must be produced to show that the vehicle is certified to M1, European Whole Vehicle Approval or Low Volume Approval

standards. Any replacement vehicle must also meet the standard required of such newly licensed hackney carriage vehicles.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	✓
Delivering the services that customers expect of an excellent council (Clean and Green)	✓
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. Correspondence has recently been received from a licensed Private Hire Operator in the Borough as follows:

Thank you for the earlier call relating to the acceptability of the Ford Journey Plus rear loading Wheelchair accessible vehicle for use as a Hackney Carriage in the Fylde Borough.

As you know we are currently operating X2 Wheelchair accessible Hackney Mini busses, both side loading. Unfortunately, although large vehicles, the side loading is proving very difficult for the Drivers, both of whom have experienced back problems as a result of the "Turn and manoeuvring" of clients, once they have pushed them up the ramp. As you know Kirkham Macs are keen to be able to provide our clients with the best vehicles for this type of specialist travel, but Driver Health also has to be considered.

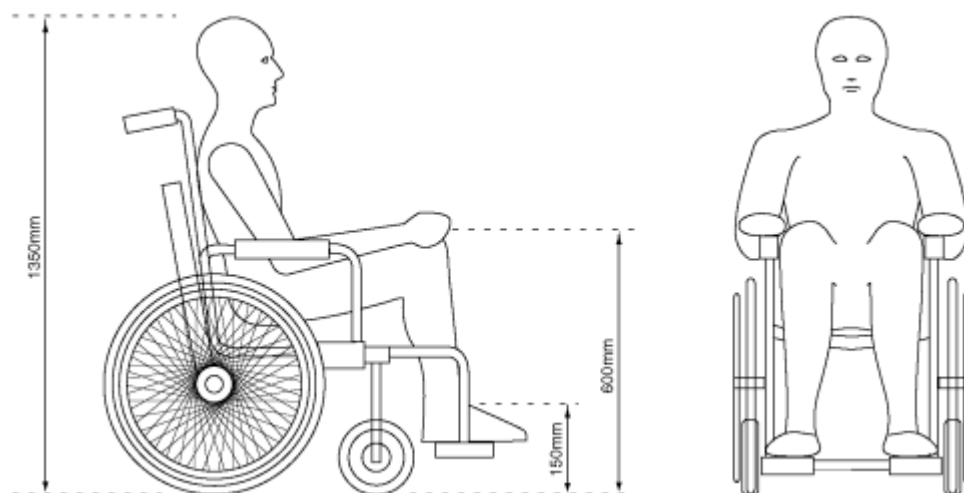
We are keen to explore the possibility of the Licensing Committee members accepting rear loading vehicles, such as the Ford Journey – details viewable via this link:

https://www.cabdirect.com/wp-content/uploads/2015/10/FordJourney_June17_Web.pdf

I feel that the rear loading will eradicate the risk of driver injury and also reduce the journey experience for the client, whilst being loaded/unloaded. We have also asked about larger Mini busses with hydraulic rear tail lifts being able to qualify as new Hackneys with Fylde Council? Unfortunately we are unable to get a vehicle for Councillors to view, but the brochure does give a good representation. I would very much welcome this application being considered by Councillors at their next Licensing meeting.

2. Members will be aware that a revised Hackney Carriage and Private Hire Licensing Policy was consulted upon and approved during 2017. One area of particular discussion was the provision of wheelchair accessible vehicles (WAV's) and, in an attempt to encourage more WAV's onto the fleet, the policy was relaxed from a maximum age restriction on first application from 2 years to 6 years. The policy specifically requires the vehicles to be side loading and not rear loading (para 5).
3. A fare increase has also recently been approved for journeys where between 5 and 8 passengers are being carried where the driver may charge 1.5 times the metered fare. Whilst WAV's are specifically designed to carry wheelchairs, when not doing so they are capable of carrying up to 8 passengers and it is hoped the possibility of the additional charge will encourage more WAV's onto the fleet.
4. The reasoning behind the side loading requirement rather than rear loading hackney carriages is simple – the licences are issued for hackney carriages which may ply for hire on hackney carriage stands and also respond to bookings. The wheelchair user should be able to access the vehicle from the pavement using the ramps provided. When a vehicle is rear loading, the ramps to the rear can extend some 3 to 4 metres into the road thus presenting challenges for the hackney carriage parked immediately behind which is forced to move, and the passenger is also forced into the road.

5. It should be noted there are no similar restrictions for private hire vehicles and suitable side and rear loading vehicles will be licensed accordingly. Whilst the issues of boarding the vehicle from the road will still exist, the vehicle is responding to a booking and will be able to park where it is safe to do so, rather than being restricted to a hackney carriage stand or being hailed on the street.
6. When considering the Equality Act, the legislation makes reference to a “reference wheelchair” the size requirements of which are defined in the Public Service Vehicle Accessibility Regulations 2000 as shown below:



A purpose built wheelchair accessible vehicle will be capable of conveying reference wheelchairs and their user, without the user having to leave the chair.

7. It is of concern that the operator refers to the drivers experiencing back problems. However, rather than consider this as a reason to move to rear loading vehicles, it is suggested that the Licensing team look to provide some form of manual handling training for the drivers. The licensing team has not been requested to issue any Exemption certificates for drivers suffering from such issues.
8. The request also includes an enquiry regarding the possibility of licensing additional large vehicles with hydraulic ramps as hackney carriages. In addition to the concern already identified regarding rear loading, the Policy suggests that the maximum length of a hackney carriage should be 18'/5.5m. When rank spaces are designed, it is done so assuming the average car length to be approximately 5.5m and the number of spaces is calculated accordingly. To licence longer vehicles as Hackney Carriages has the potential to have a negative impact on the number of rank spaces available.
9. For the information of the Committee, following the amendment of the Policy In October 2017, an additional WAV has been licensed bringing the total number of WAVs to 7 out of a fleet of 103 hackney carriages. The number of queries regarding the licensing of WAV's has increased following the policy amendment and officers feel that any further amendment to the policy should be delayed until there has been an opportunity to fully assess the impact of the relaxation. It should also be noted that whilst the policy does not allow for the licensing of rear loading vehicles as hackney carriages, the rear loading restrictions do not apply to private hire vehicles and such vehicles would be licensed accordingly provided it satisfied the application requirements.
10. The Committee is therefore requested to consider the report and determine the request.

IMPLICATIONS	
Finance	No implications arising directly from the report.
Legal	No implications arising directly from the report.
Community Safety	No implications arising directly from the report.
Human Rights and Equalities	No implications arising directly from the report.
Sustainability and Environmental Impact	No implications arising directly from the report.
Health & Safety and Risk Management	No implications arising directly from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Chris Hambly	chris.hambly@fylde.gov.uk	2 nd February 2018

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Hackney Carriage and Private Licensing Policy	October 2017	http://www.fylde.gov.uk/assets/files/11/Hackney-Carriage-and-Private-Hire-Licensing-Policy.pdf

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	PUBLIC PROTECTION COMMITTEE	14 FEBRUARY 2018	5
CARAVAN SITE LICENSING- REVIEW OF MOBILE HOME FEE POLICY			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

A report will be made to the Members regarding the Mobiles Home Act 2013 and the potential impact upon caravan site licensing within the Borough.

RECOMMENDATION

- Members to note and approve the administrative amendments to the Mobile Home Fee Policy

SUMMARY OF PREVIOUS DECISIONS

Public Protection Committee Meeting- On 19th July 2017 the committee approved Mobile Home Fee Policy for 2017-2018

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	√
Promoting Fylde as a great destination to visit (A Great Place to Visit)	

REPORT

- On 26 March 2013 the Government passed the Mobile Homes Act 2013 which is designed to give greater protection to occupiers of residential mobile (park) homes.
- The Act allows the Council to set fees for the following statutory functions in respect of residential park homes only, for-
 - Application fee for a new site licence;
 - Annual site licence fee;
 - To transfer and existing site licence;
 - Altering a condition to an existing site licence;

- Depositing site rules;
- Fees for enforcement action and statutory notices.

3. The Licensing Team are looking to amend a number of administrative details of the Mobile Home Fee Policy for 2018-2019.

4. On reviewing the Mobile Home Fee Policy 2017-2018¹ the following amendments are to be made-

Paragraph 2.10 first line to remove the number "...2017..." and replace the number with "...2018...".

Paragraph 2.10 first line to remove the number "...2018..." and replace the number with "...2019...".

Paragraph 9.2 first line to remove the number "...2018." and replace the number with "...2019.".

IMPLICATIONS	
Finance	As covered within the report and Mobile Homes Fee Policy
Legal	None arising directly from the report.
Community Safety	None arising directly from the report.
Human Rights and Equalities	None arising directly from the report.
Sustainability and Environmental Impact	None arising directly from the report.
Health & Safety and Risk Management	None arising directly from the report.


LEAD AUTHOR	CONTACT DETAILS	DATE
Michael Duck	Michael.duck@fylde.gov.uk Tel 01253 658620	29 th January 2018

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Mobile Homes Fee Policy	29 th January 2018	Chaseley Building, 1 st Floor, Room F21

Attached documents


Appendix 1- Mobile Home Fee Policy 2017/18

¹ Mobile Home Fee Policy 2017/18

	Mobile Home Fee Policy					
	SUBJECT:	Mobile Home Fee Policy for Residential Relevant Protected Sites				
	Date of issue:	July 2017	Reference:	MHFP/1		
	Revision No:	3	Page:	1	of	7

1.0 EXECUTIVE SUMMARY

- 1.1 The Mobile Homes Act 2013 (MHA 13) was introduced to provide greater protection to occupiers of residential caravans, and park homes.
- 1.2 Royal Assent was received on 26th March 2013 with some parts introduced on 26th May 2013. The MHA 2013 will introduce some important changes to park home licensing on 1st April 2014, due to its amendment of the Caravan Sites and Control of Development Act 1960.
- 1.3 Such changes include the ability of Local Authorities to charge site owners a fee for:
 - Applying for a site licence;
 - Amendments and transfers of existing licences;
 - Depositing site rules and
 - Annual fees.
- 1.4 In order to be able to charge for these fees the Council needs to publish them within a fees policy.
 The fees associated with site licensing include:
 - Applying for a new site licence,
 - Transfer of an existing licence;
 - Alteration of a condition of an existing licence; and
 - Setting of an annual fee.
- 1.5 Sites that are for holiday use only or sites where caravans are only to be permitted to be stationed on the land at certain times of the year are exempt from licensing fees. These are the only statutory exemptions.
- 1.6 It is felt that it is appropriate to make single pitch sites exempt from annual fees (but not fees for applying, amending and transferring a site licence) as these are considered to be lower risk sites and are less onerous to inspect and collecting annual fees from them would not be cost effective.
- 1.7 The MHA 2013 also introduced the ability for Local Authorities to serve enforcement notices and to carry out works in default to remedy breaches of site licence conditions from 1st April 2014. The Council will be able to charge fees in relation to this.
- 1.8 Local Authorities will be able to require a fee when the site rules are deposited with the Local Authority. Furthermore, the Local Authority will be required to publish an up to date site register of the rules.


	Mobile Home Fee Policy					
	SUBJECT:	Mobile Home Fee Policy for Residential Relevant Protected Sites				
	Date of issue:	July 2017	Reference:	MHFP/1		
	Revision No:	3	Page:	2	of	7

2.0 INTRODUCTION

- 2.1 The Caravan Sites and Control of Development Act 1960 (CSCDA 60)¹ introduced a licensing system to regulate the establishment and operation of caravan sites.
- 2.2 The Mobile Homes Act 2013 (MHA 13)² was introduced in order to provide greater protection to occupiers of residential park homes and caravans as the current legislation had been in existence for more than 50 years.
- 2.3 The MHA 13 introduces some important changes to the buying, selling or gifting of park homes and a pitch free review process.
- 2.4 Councils can now also charge a fee for their different licensing functions. There is an expectation that Councils will inspect sites annually and use additional powers to ensure compliance with site licence conditions. The legislation allows the Council to serve enforcement notices and to publish any site rules relating to a site.
- 2.5 The Changes introduced by the MHA 13 only apply to 'relative protected' sites, as defined by section 5A(5) and (6) of CSCDA 60. Further guidance has also been issued by the Department for Communities and Local Government (DCLG) entitled 'Park Homes: Site Licensing, Definition of Relevant Protected Sites' (January 2014)³-
- "Any licensable caravan site is a 'relevant protected site' unless it is specifically exempted from being so. A site is exempted if:
- It has planning permission or a site licence for exclusive holiday use;
 - There is a restriction on use as permanent residential" DCLG 2014.
- 2.6 Section 10A (2) of CSCDA 60 (as amended by MHA 13) requires a local authority to prepare and publish a fee policy, where they propose to charge for functions associated with the regulations of 'relevant protected sites'.
- 2.7 Sites which do not fall into within the definition of a 'relevant protected sites' are still subject to the licensing requirements contained within CSCDA S6, but the provisions relating to payment of fees do not apply.
- 2.8 This policy details the level of fees Fylde Council will charge in relation to the different functions covered by the legislation.

¹ <http://www.legislation.gov.uk/ukpga/Eliz2/8-9/62/contents>

² <http://www.legislation.gov.uk/ukpga/2013/14/contents>

	Mobile Home Fee Policy					
	SUBJECT:	Mobile Home Fee Policy for Residential Relevant Protected Sites				
	Date of issue:	July 2017	Reference:	MHFP/1		
	Revision No:	3	Page:	3	of	7

2.9 The fee levels have been calculated based on the time and cost involved in undertaking the activities involved. The costs typically cover officer time, overheads Appendix 1 details what the Council can consider in calculating the fee levels.

2.10 The fee rates in this policy cover the period 1st April ~~2017~~2018 to 31st March ~~2018~~ 2019 and each section details when a fee is payable.

2.11 Currently, Fylde Council administers site licences for 21 Park Home sites with the total number of units across all sites exceeding 665. The extent of work with each individual site will vary according to the size, complexity and whether there are any issues arising with residents.

3.0 APPLICATION FOR A NEW LICENCE

3.1 All sites (subject to exemptions contained within the Act) require a licence to operate a residential park home site. Failure to make an application for a site licence is an offence under Section 1(2) of CSCDSA 1960.

3.2 Section 3(2A) of the CSCDA 1960 amended Act, allows the local authority to require a fee to accompany applications for licences, and this should accompany any new application.

3.3 The Council may only issue a licence for a site with a valid and correct planning permission for the use of the land as a residential park home site. Any application made before the planning status must be processed within 6 weeks of the planning decision. Sites which already have the correct planning permission in place, must be processed within 2 months of the receipt of the site licence application.

3.4 The fee below reflects the fixed costs which would apply to any new licence application.

3.5 **New licence application fee £320**


4.0 TRANSFER OF AN EXISTING LICENCE

4.1 Where an existing licence holder or new site owner wishes to transfer a licence, an application must be made to the Council, for which a fee is payable (Section 10(1A) of the Caravan Sites and Control of Development Act 1960 (as amended), allows the Council to charge a fee for this function.

4.2 **Fee to accompany an application to transfer a licence £190**

5.0 ALTERATION OF CONDITIONS ON AN EXISTING LICENCE

5.1 Where a site owner requests a variation of a site licence conditions. Section 8(1B) of the Caravan Sites and Control of Development Act 1960 (as amended), allows the Council to charge a fee for this function.

	Mobile Home Fee Policy					
	SUBJECT:	Mobile Home Fee Policy for Residential Relevant Protected Sites				
	Date of issue:	July 2017	Reference:	MHFP/1		
	Revision No:	3	Page:	4	of	7

5.2 Applications can be made by the licence holders to amend, add or remove conditions, the fee is payable at the application stage.

5.3 **Fee to accompany an application to alter conditions £375**

6.0 ANNUAL FEES

6.1 All 'relevant protected sites' must pay an annual fee to the Council (subject to any exemptions). The first fee is due on 30th April 2015 and annually thereafter.

6.2 The annual fee covers the costs associated with an annual site inspection to ensure compliance with site licence conditions and a follow up visit to ensure compliance with any formal schedule of works. If there is still a breach in site licence conditions at the point of the follow up visit, further charges may be payable to cover the costs of any enforcement action which may be taken. Further details can be found in Section 7- Enforcement Action.

6.3 DCLG Guidance offers a variety of suggested options for local authorities in calculating the annual fee and Option 1 has been adopted as it is considered to be the most transparent and fairness to both residents and owners.

6.4 The fee is calculated on a price per unit based on the total estimated cost to the Council of carrying out its annual licensing function for all 'relevant protected sites' in the Borough. The unit cost is multiplied by the actual number of each unit on each site to provide the annual fee payable.

Annual Fee £250 x £5 per pitch fee ~

6.5 Charges for the first year (2015/16) will be based on estimates. The Council is not permitted to make surplus from this function section – 5A(2) of the Act requires all surplus and deficits to be included in the fees policy. These will be calculated and included in future revisions of the fee policy i.e. any deficits or surpluses from this activity will be carried forward at the end of the financial year to the next financial year and will affect the charges for the next financial year.


Exemptions from Annual Fees

6.7 Sites where there is only one park home are excluded from the annual licensing fee.

6.8 This category of site is exempt from the annual licensing fee as the Council do not intend to carry out annual inspections of these sites. However, any complaints received will be dealt with as appropriate.

Charging Arrangements

6.10 Section 10A(5) of CSCDA 60 (as amended) states that fees policy must include provision about the time at which the fee is payable. For the purpose of this policy the


	Mobile Home Fee Policy					
	SUBJECT:	Mobile Home Fee Policy for Residential Relevant Protected Sites				
	Date of issue:	July 2017	Reference:	MHFP/1		
	Revision No:	3	Page:	5	of	7

period covered by the annual fee will be 1st April to 31st March in each financial year.

- 6.11 Letters will be sent to licence holders of 'relevant protected sites' at the start of the financial year and payment will be due within 30 days.
- 6.12 Where a new licence is issued part way through the year the annual fee will also be due in the same year and an invoice will be sent after the licence has been granted, for the pro-rata amount.
- 6.13 In the event of an annual fee not being paid within the terms of the letter. The Local Authority will seek to recover all incurred court costs from the licence holder. The Council may apply to the First Tier Tribunal (Property Chamber) for an order requiring the licence holder pay the amount due.
- 6.14 Payment can be made by cheque to Fylde Borough Council in respect of your annual fee.
Or electronically to: Fylde Council
HSBC A/C 1006428
Sort Code 40-40-02
Quoting "Annual Site Licence Fee for £..... in respect of
..... Caravan Park"

7.0 ENFORCEMENT ACTION

- 7.1 Where there has been a breach of the site licence condition, which comes to the attention of the Council, who may serve a Compliance Notice.
- 7.2 Section 9(c) of the CSCDA 60 (as amended) details the elements which the local authority may include when imposing a charge for enforcement action. These include the time involved in deciding to serve and prepare the Compliance Notice. A detailed breakdown of the relevant expenses would be provided with the Compliance Notice.
- 7.3 Charges would be based on an hourly rate, in addition to any other costs incurred.
- 7.4 Where the works identified within the Compliance Notice are not carried out by the site licence holder. The licence holder commits an offence and the local authority may consider taking legal proceedings. Failure to comply with the notice would be a criminal offence, punishable by a fine on the standard scale (currently £5000), Any costs associated with this process would be at the discretion of the court.
- 7.5 A site licence could be revoked upon a third or subsequent prosecution.
- 7.6 Where the prosecution is successfully taken, the Council would have the power to serve a notice to enter the site and carry out the works in default of the licence holder. An administration cost of 20% would be added to the cost of the works.

	Mobile Home Fee Policy					
	SUBJECT:	Mobile Home Fee Policy for Residential Relevant Protected Sites				
	Date of issue:	July 2017	Reference:	MHFP/1		
	Revision No:	3	Page:	6	of	7

7.7 A local authority may enter the site and take emergency action where there is imminent risk of serious harm to residents or the wider community.

7.8 Unpaid charges can be placed as charge against the site owners land.

8.0 SITE RULES- FEES FOR DEPOSITING, AMENDING, OR DELETING SITE RULES

8.1 Site rules are different to the site licence conditions and are put in place by the owner of the site to ensure acceptable standards are maintained. For the benefit of residents to promote and maintain community cohesion on the site.

8.2 The MHA 13 changes the way in which the site rules must be agreed between the site owner and residents.

8.3 Before publishing the site rules the Council will ensure the rules deposited have been made in accordance with the Statutory Procedure.

8.4 The Mobile Home Act 1983 (as amended by the MHA 13) allows the Council to charge a fee for depositing, amending, or deleting site rules.

8.5 Fee to deposit, amend or delete site rules £80

8.6 The Council must keep an up to date public register of site rules on protected sites and publish the register on-line.

9.0 REVISING THE FEE POLICY


9.1 The fees detailed in this policy have been determined based upon experience of dealing with site licensing historically with consideration of the changes the new Act has introduced. Some of the processes are new (for example the depositing of site rules) and therefore the estimates have been made as to the cost of providing these services.

9.2 This policy will be revised no later than March ~~2018~~2019.

10.0 APPENDIX 1- GUIDANCE FROM DCLG- SETTING OUT OF ACTIVITIES TO BE INCLUDING IN SETTING OF SITE LICENSING FEES

10.1 The DCLG- Mobile Homes Act 2013- A Guide for Local Authorities on Setting Licence Fees⁴- sets out activities that the Council can include when calculating its site licensing fee, these include-

⁴ <https://www.gov.uk/government/publications/mobile-homes-act-2013-a-guide-for-local-authorities-on-setting-licence-fees>

	Mobile Home Fee Policy					
	SUBJECT:	Mobile Home Fee Policy for Residential Relevant Protected Sites				
	Date of issue:	July 2017	Reference:	MHFP/1		
	Revision No:	3	Page:	7	of	7

Setting Site Licensing Fees

- Initial enquires;
- Pre-application advice;
- Letter writing/telephone calls etc. to make an appointment and requesting any documents or other information from the site owner or from any third party in connection with the licensing process;
- Sending out forms;
- Land registry searches;
- Handling enquires and complaints;
- Updating hard files/computer systems;
- Processing the licence fee;
- Time for reviewing necessary documents and certificates;
- Downloading photographs;
- Preparing draft and final licences;
- Updating public register;
- Preparing reports on contraventions;
- Review by manager or lawyers;
- Review of any consultation responses from third parties;
- Carrying out any risk assessment process considered necessary;
- Consultation with Planning and Fire and Rescue Services;
- A pre-programmed full site inspection; and
- A follow-up inspection to check compliance following a programmed inspection.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	PUBLIC PROTECTION COMMITTEE	14 FEBRUARY 2018	6
CARAVAN SITE LICENSING - LYNDALE CARAVAN PARK			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

An application has been received to cancel Condition 17 of the site licence relating to an accessible telephone for calling the emergency services.

RECOMMENDATION

1. To consider cancelling Condition 17 of the site licence for use of an accessible telephone for calling the emergency services.

SUMMARY OF PREVIOUS DECISIONS

There are no other previous decisions relating to this matter.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. On the 3rd January 2018 a letter¹ was received from the site owner to remove Condition 17 of the site licence issued on 31st July 2015.
2. The current site licence was issued to Cornerstone Land and Developments Limited on 31st July 2015².
3. The site licence operator is seeking to cancel Condition 17 of the site licence, which states “An immediately accessible telephone should be made available on the site for calling the emergency services. A notice by the telephone shall include the address of the site”.

¹ Letter received from Cornerstone Land and Developments Limited

² Lyndale Caravan Park Residential site licence

4. The site owner in his letter dated the 3rd January 2018 cited the following reasons for removal of this condition- *"I am the new site owner in the last 18 months the site has been around 10 years and there has never been a phone, it's a small site everyone there has landlines and mobile phones. If there ever was an emergency I am confident that there are phones."*
5. Lancashire Fire and Rescue Services have been consulted on this application and their response is detailed in Appendix 3³.

IMPLICATIONS	
Finance	None arising directly from the report.
Legal	None arising directly from the report.
Community Safety	None arising directly from the report.
Human Rights and Equalities	None arising directly from the report.
Sustainability and Environmental Impact	None arising directly from the report.
Health & Safety and Risk Management	None arising directly from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Michael Duck	Michael.duck@fylde.gov.uk Tel 01253 658620	29 th January 2018

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Lyndale Caravan Park	29 th January 2018	Chaseley Building, 1 st Floor, Room F21

Attached documents

Appendix 1- Letter received from Cornerstone Land and Developments Limited

Appendix 2- Lyndale Caravan Park Residential Site Licence

Appendix 3- Lancashire Fire and Rescue Services consultation response.

³ Lancashire Fire and Rescue Services consultation response

CORNERSTONE LAND AND DEVELOPMENT LTD

This letter is in regard of a residential site Sanraya Avenue Preston new Road Peel Blackpool Lancashire FY4 5NF and I am the owner I have spoken to michal duck its about the site license respect of condition no 17 of site license relating to the provision of a telephone for contacting the emergency services would be to remove this condition from our existing license. now I am the new owner in the last 18 months the site has been there around 10 years and thus never been a phone its a small site every one on there has landlines and mobile phones if there ever was an emergency I am confident that there are phone and that is addicrit. Thank you I have posted a check with this of the amount of £375 with michal duck said to do ~~that~~

James Gannon

ROAD ST ALBANS

Hertfordshire

mobile [REDACTED]



FYLDE BOROUGH COUNCIL

Caravan Sites and Control of Development Act 1960

Section 3

Permanent Residential Caravan Site Licence

Lyndale Caravan Park

To: Cornerstone Land Development Limited,
24 Guildford Street,
Luton,
LU1 2NR

TAKE NOTICE THAT

WHEREAS on 16th July 2015 you made application for a site licence in respect of land situated at Lyndale Caravan Park, Preston New Road, Westby-With-Plumpton, Lancashire, FY4 5NF indicated on the plan submitted with the application (which land is hereinafter called "the land")

AND WHEREAS you are entitled to benefit of permission for the use of the land as a caravan site under the Town and Country Planning Acts, 1962 to 1990, granted on appeal by the Secretary of State on 7th August 2002; Reference App/M2325/A/02/1084876.

NOW THEREFORE the Council of the Borough of Fylde (hereinafter called "the Council") HEREBY GRANT a site licence in respect of the land pursuant to Section 3 of the Caravan Sites and Control of Development Act 1960, subject to the conditions specified in the schedule hereto.

This Licence cancels all previous licences.

The Schedule

1. The total number of caravans stationed on the site at any one time shall be such as to enable compliance with the requirements of this schedule to be maintained and in any case shall not exceed 14 caravans (Fourteen).
2. The site shall be maintained in a clean and tidy condition at all times. Every caravan stationed on the site shall be maintained in a good state of repair and external decoration.

Site Boundaries

3. The boundaries of the site should be clearly marked, for example by fences or hedges. In addition, the site owner should give the local authority a plan of its layout. It is recommended that a 3 meter wide area should be kept clear within the inside of all boundaries.

Density and Space Between Caravans

4. Subject to the following variations, every caravan should be not less than 6 meters from any other caravan which is occupied separately and not less than 2 meters from a road. The point of measurement for porches, awnings, etc is the exterior cladding of the caravan.
 - Porches may protrude 1 meter into the 6 metres and should be of the open type.
 - Eaves, drainpipes and bay windows may extend into the 6 metre space provided the total distance between the extremities of two adjacent units is not less than 5.25 metres.
 - Where there are ramps for the disabled, verandas and stairs extending from the unit, there should be 4.5m clear space between them and two such items should 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, should not intrude into the 6 metre space.
 - A garage, shed or a covered storage space should 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 should not face towards the units on either side. Car ports and covered walkways should in no circumstances be allowed within the six metre space.
5. The density should be consistent with safety standards and health and safety requirements. The gross density should not exceed 50 (fifty) caravans to the hectare, calculated on the basis of the usable area (i.e. excluding lakes, roads, communal services and other areas unsuitable for the siting of caravans) rather than the total site area.

Roads, gateways and footpaths

6. Roads and footpaths should be designed to provide adequate access for fire appliances. (Detailed guidance on turning circles etc is available from fire authorities).

Roads of suitable material should be provided so that no caravan standing is more than fifty metres from a road. Where the approach to the caravan is across ground that may become difficult or dangerous to negotiate in wet weather, each standing should be connected to a carriageway by a footpath with a hard surface.

Roads should not be less than 3.7 metres wide, or, if they form part of a clearly-marked one way traffic system, three metres wide. Gateways should be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths should not be less than 0.75 metres wide. Roads should have no overhead cable less than 4.5 metres above the ground. Roads and footpaths should be suitably lit. Emergency vehicle routes within the site should be kept clear of obstruction at all times.

Hard Standings

7. Every caravan should stand on a concrete hard-standing which should extend over the whole area occupied by the caravan placed upon it, and should project a sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely.

Fire Fighting Appliances

Fire Points

8. These should be established so that no caravan or site building is more than thirty metres from a fire point. They should be housed in a weather-proof structure, easily accessible and clearly and conspicuously marked "FIRE POINT".

Fire Fighting Equipment

9. Where water standpipes are provided and there is a water supply for sufficient pressure and flow to project a jet of water approximately five metres from the nozzle, such water standpipes should be situated at each fire point. There should also be a reel that complies with British Standard 5306 Part 1, with a hose not less than thirty metres long, having a means of connection to a water standpipe (preferably a screw thread connection) with a water supply of sufficient pressure and terminating in a small hand control nozzle. Hoses should be housed in a box painted red and marked "HOSE REEL".
10. Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants should be installed within 100 metres of every caravan standing. Hydrants should conform to British Standard 750. Access to hydrants and other water supplies should not be obstructed or obscured.
11. Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point should 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 (two) buckets and 1 (one) hand pump or bucket pump.

Fire Warning

12. A means of raising the alarm in the event of a fire should 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 should be sought on an appropriate system.

Maintenance

13. All alarm and fire fighting equipment should 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 should be kept to record all tests and any remedial action.
14. All equipment susceptible to damage by frost should be suitably protected.

Fire Notices

15. A clearly written and conspicuous notice should 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 should 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 brigade (the nearest telephone is sited ...).

- iv) Attack 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."

Fire Hazards

16. Long grass and vegetation should 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 should be removed from the vicinity of caravans. The space beneath and between caravans should not be used for the storage of combustible materials.

Telephones

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

Storage of Liquefied Petroleum Gas (LPG)

18. The storage of LPG should comply with LPGA Code of Practice 7: "Storage of full and empty LPG cylinders and cartridges" or LPGA Code of Practice 1 Part 1: "Bulk storage at fixed installations: installation and operation of vessels located above ground", as appropriate.

Where there are metered supplies from a common LPG storage tank, then LPGA Code of Practice 25: "The Storage and Use of LPG at Metered Estates" provides further guidance. In this case and where a mains gas supply is available, then the Gas Safety (Installation and Use) Regulations 1998 and the Pipe-lines Act 1962 may also be applicable.

Exposed gas bottles or cylinders should not be within the separation boundary of an adjoining unit.

LPG installations should 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".

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.

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.

Electrical Installations

19. Sites should be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated on them.
20. Such electrical installations, other than 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 applicable,

to the standard which would be acceptable for the purposes of the Electricity (Overhead Lines) Regulations 1988, Statutory Instrument 1988 No 1057.

21. Work on electrical installations and appliances should 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 should be inspected periodically: under IEE Wiring Regulations, every year or such longer period (not exceeding three years) as is considered appropriate in each case. When an installation is inspected, it should be judged against the current regulations.

The inspector should, within 1 (one) month of such an inspection, issue an inspection certificate in the form prescribed in the IEE Wiring Regulations which should 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 should be met by the site operator or licence holder.

22. If an inspection reveals that an installation no longer complies with the regulations extant at the time it was first installed, any deficiencies should be rectified. Any major alterations and extensions to an installation affected by them should comply with the latest version of the IEE Wiring Regulations.

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

Water Supply

24. All sites should be provided with a water supply in accordance with appropriate Water Bye-laws and statutory quality standards.

Drainage, Sanitation and Washing Facilities

25. Satisfactory provision should be made for foul drainage, either by connection to a public sewer or sewerage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority.
26. Every caravan should have its own water supply and internal water closet, properly connected to the foul drainage system. In addition, every caravan should be provided with a bath or shower, wash-hand basin and sink, each with a constant supply of hot and cold water. All amenities should be properly connected to the drainage system.
27. Every site and every hard standing should be provided with an adequate drainage system for the complete and hygienic disposal of foul, rain and surface water from the site, buildings, caravans, roads and footpaths.

Refuse Disposal

28. Every caravan standing should have an adequate number of suitable non-combustible refuse bins with close-fitting lids or plastic bags. Arrangements should be made for the bins to be emptied regularly. Where communal refuse bins are also provided these should be of similar construction and housed within a properly constructed bin store.

29. One car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Suitably surfaced parking spaces should be provided where necessary to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats should not be parked between units.

Recreation Space

30. Where children live on site, space equivalent to about one-tenth of the total area should be allocated for children's games and/or other recreational purposes. This provision will normally be necessary because of the limited space available round the caravans, but may be omitted where there are suitable alternative publicly provided recreational facilities which are readily accessible.

Notices

31. A suitable sign should be prominently displayed at the site entrance indicating the name of the site.
32. A copy of the site licence with its conditions should be displayed prominently on the site.
33. Notices and a plan should be displayed on the site setting out the action to be taken in the event of an emergency. They should show where the police, fire brigade, ambulance and local doctors can be contacted, and the location of the nearest public telephone. The notices should also give the name and location/ telephone number of the site licence holder or his/her accredited representative. At sites subject to flood risk, warning notices should be displayed giving advice about the operation of the flood warning system.
34. All notices should be suitably protected from the weather and displayed where possible out of the direct rays of the sun, preferably in areas lit by artificial lighting.

Dated 31st day of July 2015



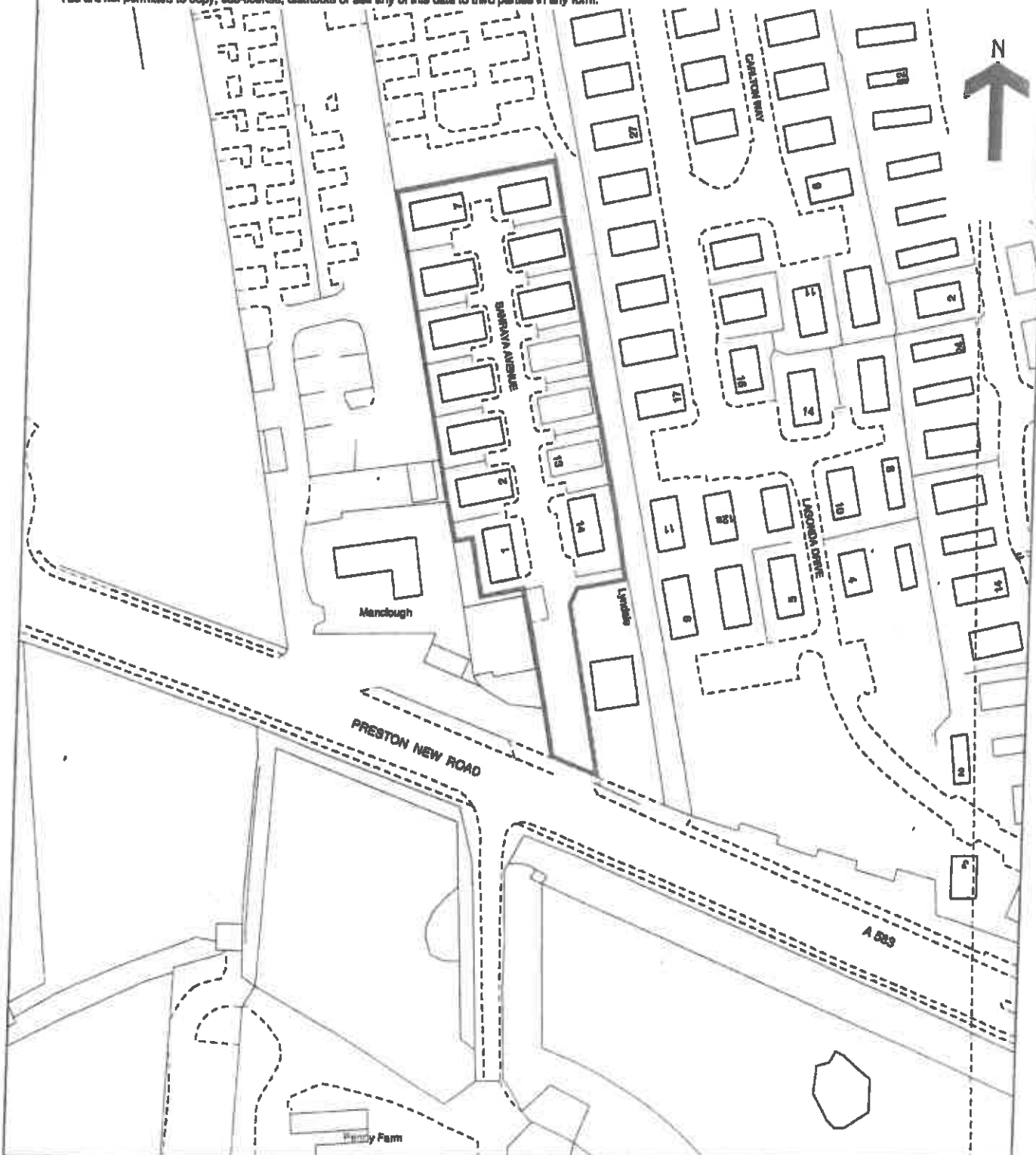
T Morrison Director of Resources
Resources Director

Land Registry Official copy of title plan

Title number **LAN158616**
Ordnance Survey map reference **SD3532NE**
Scale **1:1250 enlarged from 1:2500**
Administrative area **Lancashire: Fylde**



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This official copy issued on 11 April 2015 shows the state of this title plan on 11 April 2015 at 10:58:15. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002).

This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground.

This title is dealt with by Land Registry, Fylde Office.

Hi Mick,

With regards to the removal of the accessible telephone for contacting the emergency services, Lancashire Fire and rescue service would expect a review of the fire risk assessment to take place and any significant findings following this review are actioned accordingly and as soon as practicable.

Where reliance on the mobile phone network is required, a survey of the signal strength should be considered and conducted by the 'responsible person'.

Regards



Watch Manager
Alan Priestley
Fire Safety Inspector
W36 St Annes
Lancashire Fire and Rescue Service
01253-716726
Mobile 07920786805
Internal 2-3631/2
alanpriestley@lancsfireandrescue.org.uk

From: Michael Duck [<mailto:michael.duck@fylde.gov.uk>]
Sent: 29 January 2018 12:59
To: W36 - Priestley, Alan
Subject: Caravan Site Licensing

Hi Alan,

I can confirm that I have received an application from the site owner to remove condition 17 from the site licence, in respect of an available phone for calling the emergency services on the site.

In accordance with the Caravan Sites and Control of Development Act 1960, would it be possible to have your views on this matter.

Many thanks

Micky

Michael Duck
Senior EHO - Commercial Team

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	PUBLIC PROTECTION COMMITTEE	14 FEBRUARY 2018	7
CARAVAN SITE LICENSING - PRIMROSE BANK CARAVAN PARK			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

An application has been received to increase the number of holiday caravans on site from 32 to 52, with an overall increase on site to 57 caravans which include 5 existing timber lodges.

Removal of part of condition 2 of the site licence relating to the seasonal closure period to allow holiday use for 12 months of the year.

RECOMMENDATION

1. To consider approval to amend Condition 1 of the site licence, to increase the total number of holiday caravans from 32 to 52.
2. Subject to approval of point 1, to amend Condition 1 of the site licence, to increase the total number of caravans on site to 57 in total, consisting of 52 holiday caravan and 5 existing timber lodges.
3. To consider removal of part of Condition 2 of the licence, to allow all year round holiday use.
4. To approve the insertion of the additional conditions as approved by the site owner.

SUMMARY OF PREVIOUS DECISIONS

There are no other previous decisions relating to this matter.

CORPORATE PRIORITIES	
Spending your money in the most efficient way to achieve excellent services (Value for Money)	
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. An application¹ was received on 20th November 2017 from the site operator Pure Leisure of Primrose Bank Caravan Park, High Moor Farm, Singleton Road, Weeton, Lancashire, PR4 3JJ.
2. The applicant is seeking to remove part of condition 2 of the site licence² issued on 7th November 2016 to allow all year round holiday use. Condition 2 of the site licence states *"Caravans shall be used solely for human habitation as static holiday caravans and no caravan shall be occupied between the 15th January and the last day of February in any one year"*.
3. On the 29th October 2013, the Council's Planning Department approved a variation of condition (Ref- 13/0531)³ *"Change of use of land from holiday caravan site with closure period to holiday caravan site open 12 months of the year"*.
4. The applicant is further seeking to change the usage of the existing touring part of the site, to accommodate an additional 20 holiday static pitches.
5. The Council's Planning Department on the 15th February 2016 granted change of use for (Ref- 15/0772⁴) *"Change of use for part of the site from 30 No. Touring Holiday Pitches to 20 No. static holiday pitches"*.
6. Lancashire Fire and Rescue Services have been consulted on this application and their response is detailed in Appendix 5⁵.
7. The applicant was consulted to canvass their opinions to include the following additional conditions within the site licence:
 - Static holiday caravans shall be occupied for holiday purposes only and not as a person's sole or main place of residence.
 - The owner/operator of the caravan site shall maintain a register of names of all owners/occupiers of individual caravans and of their main home address and make this information available at all reasonable times to the local authority.

Pure Leisure's response⁶ can be found is detailed in Appendix 6.

IMPLICATIONS	
Finance	None arising directly from the report.
Legal	None arising directly from the report.
Community Safety	None arising directly from the report.
Human Rights and Equalities	None arising directly from the report.
Sustainability and Environmental Impact	None arising directly from the report.
Health & Safety and Risk Management	None arising directly from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Michael Duck	Michael.duck@fylde.gov.uk Tel 01253 658620	25 th January 2018

¹ Application received to amend and removal conditions of site licence issued on 7th November 2016.

² Primrose Bank Caravan Park, holiday static site licence issued on 7th November 2016.

³ Planning Approval 13/0531- Change of use of land from holiday caravan site with closure period to holiday caravan site open 12 months of the year.

⁴ Change of use granted- 15/0772- for use of part of the site from 30 No. touring holiday pitches to 20 No. static holiday pitches.

⁵ Lancashire Fire and Rescue Services consultation response.

⁶ Pure Leisure's response to include additional conditions to prevent holiday static caravans being used on a residential basis.

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Primrose Bank File	25 th January 2018	Chaseley Building, 1 st Floor, Room F21

Attached documents

Appendix 1- Application received to amend and removal conditions of site licence issued on 7th November 2016.

Appendix 2- Primrose Bank Caravan Park, holiday static site licence issued on 7th November 2016.

Appendix 3- Planning Approval- 13/0531 Change of use of land from holiday caravan site with closure period to holiday caravan site open 12 months of year.

Appendix 4- Change of use 15/0772 for use of part of the site from 30 No. touring pitches to 20 No. static holiday pitches.

Appendix 5- Lancashire Fire and Rescue Consultation Response

Appendix 6- Pure Leisure's response to include additional conditions to prevent holiday static caravans being used on a residential basis.

Caravan Sites and Control of Development Act 1960

Application/variation For a Site Licence

1. Brief Site Details

Name of Site: <div style="font-family: cursive; font-size: 1.2em;">PRIMROSE BANK</div>	
Postal address of Site: <div style="font-family: cursive; font-size: 1.2em;">HIGH MOOR FARM SINGLETON ROAD WEETON PRESTON</div>	
Post Code: <div style="font-family: cursive; font-size: 1.2em;">PR4 3JJ</div>	Phone: <div style="font-family: cursive; font-size: 1.2em;">07518 609102</div> Fax: e-Mail: <div style="font-family: cursive; font-size: 1.2em;">primrosewarden@</div>

pureleisuregroup.com

2. Applicants Details

Name: <div style="font-family: cursive; font-size: 1.2em;">PURE LEISURE</div>	
Postal address of Applicant (If different from above): <div style="font-family: cursive; font-size: 1.2em;">SOUTH LAKE LAND HOUSE AB YEALAND REDMAYNE CARNFORTH LANCS</div>	
Post Code: <div style="font-family: cursive; font-size: 1.2em;">LAS 9RN</div>	Phone: <div style="font-family: cursive; font-size: 1.2em;">01524 781918</div> Mobile: e-Mail: <div style="font-family: cursive; font-size: 1.2em;">peter.lord@pureleisure</div>

group.com

3. Is the applicant the:

Freeholder <input checked="" type="checkbox"/>	Tenant <input type="checkbox"/>
Leaseholder <input type="checkbox"/>	Other <input type="checkbox"/>

If applicant is the leaseholder of a tenant, please give details of the agreement:

5. Existing Licence Conditions:

Type of unit	Please Tick as appropriate	Number
Permanent residential	<input checked="" type="checkbox"/>1..... Caravans
Static Holiday	<input checked="" type="checkbox"/>32..... Caravans
Holiday Chalets	<input checked="" type="checkbox"/>5..... Chalets
Touring Holiday	<input checked="" type="checkbox"/>30..... Units

Opening Season:

Static Sites	<input type="checkbox"/>	1st March to 14th January
Touring Sites	<input type="checkbox"/>	1st March to 14th January

6. Proposed Application to alter Licence Condition:

Type of unit	Please Tick as appropriate	Number
Permanent residential	<input checked="" type="checkbox"/>1..... Caravans
Static Holiday	<input checked="" type="checkbox"/>52..... Caravans
Holiday Chalets	<input checked="" type="checkbox"/>5..... Chalets
Touring Holiday	<input type="checkbox"/>—..... Units

Opening Season:

Static Sites	<input type="checkbox"/>	1st March to 14th January
Touring Sites	<input type="checkbox"/>	— to —

7. Does the site have planning permission?

Yes	<input checked="" type="checkbox"/>	
No	<input type="checkbox"/>	
Applied For	<input type="checkbox"/>	Date: 15/02/2016

If yes, please give relevant permissions and references:

15/0772 COU 30 touring caravans
to 20 static holiday caravans
(No change to existing static part of site)

8. How is drinking water provided?

Mains supply to unit	<input checked="" type="checkbox"/>58..... Units
Standpipes	<input type="checkbox"/>—..... Units

9. How are toilets and wash hand basins provided?

Communal toilet blocks ☒ 1 Units
 Units have their own facilities ☒ 58 Units

This will be demolished

10. How are showers provided?

Communal shower blocks ☒ 1 Units
 Units have their own showers ☒ 58 Units

This will be demolished

11. Type of foul drainage?

Mains drainage ☐ Units

Cesspool or cesspit ☐ Units

Small scale sewage treatment plant ☒ 1

12. How is kitchen waste water disposed of?

Units have their own sinks connected to foul drainage. ☒ 58 Units

Communal washing up sinks/waste water disposal points connected to foul drainage. ☒ 1 Units

This will be demolished

Other (Please give details) ☐ Units

All new static caravans which are replacing the touring caravans will have their own facilities. The utility blocked being unnecessary will be demolished

No waste water disposal ☐ Units

13. How is surface water drainage provided?

Surface water gutters to soak away

14. How is refuse stored on the site?

Individual bins at each unit ☐ Units

Communal wheeled bins or skips ☒ 6 Units

Communal bin store ☒ 1 Units

2 general, 2 recycling, 2 glass

15. Do units use liquefied petroleum gas (LPG) cylinders?

Yes ☒

No ☐

16. Is there a LPG storage area on the site?

Yes ☒

No ☐

17. Has the applicant held a site licence which has been revoked at any time in the last three years?

Yes ☐

No ☒

18. Was the site in use as a caravan site:

On 9th March 1960 ☐

On 29th March 1960 ☐

At any other time since 9th March 1958 ☒

If so, when:

Site used at least since 1986 when planning granted for residential occupancy for manager

19. Address for correspondence:

Caravan site ☐

Applicants address ☒

Other (please state below) ☐

Name:	
Address:	
Post Code:	Phone: Mobile: e-Mail:

Signed: <i>PH Ltd</i>	Dated: <i>20/11/17</i>
With the application Form, please send the following: A layout plan of the site at 1:500 scale including: A. Site Boundaries B. Position and numbering of touring/holiday caravans and residential park homes. C. Roads and footpaths D. Toilet blocks, stores and other buildings E. Water Supplies F. Recreational spaces G. Fire points H. Parking spaces I. Foul and surface water drainage	



FYLDE BOROUGH COUNCIL

Caravan Sites and Control of Development Act 1960

Section 3

Holiday Caravan Site Licence

Primrose Bank Caravan Park

To: Primrose Bank Caravan Park Ltd.
High Moor Farm
Singleton Road
Weeton
Preston
Lancashire
PR4 3JJ

Pure Leisure Group
Head Office
South Lakeland House
Yealand Redmayne
Carnforth
Lancashire
LA5 9RN

TAKE NOTICE THAT WHEREAS

On 27th October 2016 you made application to transfer the previous site licence in respect of land situated at Primrose Bank Caravan Park, High Moor Farm, Singleton Road, Weeton indicated on the plan submitted with the application ref- 1835-01 (which land is hereinafter called "the land")

You are entitled to benefit of permission for the use of the land as a caravan site under the Town and Country Planning Acts, 1962 to 1990, otherwise than by a Development Order.

NOW THEREFORE the Council of the Borough of Fylde (hereinafter called "the Council") HEREBY GRANT a site licence in respect of the land pursuant to Section 3 of the Caravan Sites and Control of Development Act 1960, subject to the conditions specified in the schedule hereto.

The Schedule

1. The total number of caravans (32) and timber lodges (5) stationed on the site at any one time shall be such as to enable compliance with the requirements of this schedule to be maintained and in any case shall not exceed Thirty-seven (37).
2. Caravans shall be used solely for human habitation as static holiday caravans and no caravan shall be occupied between 15th January and the last day of February in any one year.
3. The holiday lodges shall not be occupied by the same individual or group of individuals for a period in excess of 4 weeks in any 6 month period.

4. At all times when caravans are stationed on the site for the purposes of human habitation, all facilities and equipment required to be provided by this schedule shall be properly maintained.

Site Boundaries

5. The boundaries of the site should be clearly marked, for example by fences or hedges. In addition, the site owner should give the local authority a plan of its layout. It is recommended that a 3 metre wide area should be kept clear within the inside of all boundaries.

Density and Space Between Caravans

6. Subject to the following variations, the minimum spacing distance between caravans made of aluminium or other materials with similar fire performance properties should be not less than 5 meters between units, 3.5 meters at the corners. For those with a plywood or similar skin it should be not less than 6 meters. Where there is a mixture of holiday caravans of aluminium and plywood, the separation distance should be 6 meters; and where there is a mixture of permanent residential homes and holiday caravans, the separation distance should again be 6 meters.
 - Where there are ramps for the disabled, verandas and stairs extending from the unit, there should be 3.5 meter clear space between them (4.5 meter if mixture of caravans) and such items should 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, should not intrude into the 5 or 6 meter space.
 - All storage units are to be constructed of non-combustible material and located at the rear of the caravan.
7. Roads and footpaths should be designed to provide adequate access for fire appliances. (Detailed guidance on turning circles etc is available from fire authorities). Roads of suitable material should be provided so that no static caravan standing is more than fifty metres from a road. Where the approach to the caravan is across ground that may become difficult or dangerous to negotiate in wet weather, each standing should be connected to a carriageway by a footpath with a hard surface. Roads should not be less than 3.7 metres wide, or, if they form part of a clearly marked one way traffic system, three metres wide. Gateways should be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths should not be less than 0.75 metres wide. Roads should have no overhead cable less than 4.5 metres above the ground. They should be suitably lit taking into account the needs and characteristics of a particular site. Emergency vehicle routes within the site should be kept clear of obstruction at all times.

Hard Standings

8. Where possible, every static caravan should stand on a hard standing of suitable material, which should extend over the whole area occupied by the caravan placed upon it, and should project a sufficient distance outwards from the entrance or entrances of the caravan to enable occupants to enter and leave safely.

Fire Fighting Appliances

Fire Points

9. These should be established so that no caravan or site building is more than thirty metres from a fire point. They should be housed in a weather-proof structure, easily accessible and clearly and conspicuously marked "FIRE POINT".

Fire Fighting Equipment

10. Where water standpipes 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 standpipes should be situated at each fire point. There should also be 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 a water standpipe (preferably a screw thread connection) with a water supply of sufficient pressure and terminating in a small hand control nozzle. Hoses should be housed in a box painted red and marked "HOSE REEL".
11. Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants should be installed within 100 metres of every caravan standing. Hydrants should conform to British Standard 750. Access to hydrants and other water supplies should not be obstructed or obscured.
12. Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point should 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.

Fire Warning

13. A means of raising the alarm in the event of a fire should 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 should be sought on an appropriate system.

Maintenance

14. All alarm and fire fighting equipment should 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 should be kept to record all tests and any remedial action.
15. All equipment susceptible to damage by frost should be suitably protected.
16. A clearly written and conspicuous notice should 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 should 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 brigade (the nearest telephone is sited ...).

- iv) Attack 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."

Fire Hazards

17. Long grass and vegetation should 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 should be removed from the vicinity of caravans. The space beneath and between caravans should not be used for the storage of any materials.

Storage of Liquefied Petroleum Gas (LPG)

18. The storage of LPG should comply with LPGA Code of Practice 7: "Storage of full and empty LPG cylinders and cartridges" or LPGA Code of Practice 1 Part 1: "Bulk storage at fixed installations: installation and operation of vessels located above ground", as appropriate.

Where there are metered supplies from a common LPG storage tank, then LPGA Code of Practice 25: "The Storage and Use of LPG at Metered Estates" provides further guidance. In this case and where a mains gas supply is available, then the Gas Safety (Installation and Use) Regulations 1998 and the Pipe-lines Act 1962 may also be applicable.

Exposed gas bottles or cylinders should not be within the separation boundary of an adjoining unit.

LPG installations should 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".

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.

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.

Electrical Installations

19. Sites should be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated on them.
20. Such electrical installations, other than 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 applicable, to the standard which would be acceptable for the purposes of the Electricity (Overhead Lines) Regulations 1988, Statutory Instrument 1988 No 1057.

21. Work on electrical installations and appliances should 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 should be inspected periodically: under IEE Wiring Regulations, every year or such longer period (not exceeding three years) as is considered appropriate in each case. When an installation is inspected, it should be judged against the current regulations.

The inspector should, within 1 (one) month of such an inspection, issue an inspection certificate in the form prescribed in the IEE Wiring Regulations which should 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 should be met by the site operator or licence holder.

22. If an inspection reveals that an installation no longer complies with the regulations extant at the time it was first installed, any deficiencies should be rectified. Any major alterations and extensions to an installation affected by them should comply with the latest version of the IEE Wiring Regulations.
23. If there are overhead electric lines on the site, suitable warning notices should be displayed at the entrance to the site on supports for the line. Where appropriate, particular attention should be drawn to the danger of masts of yachts or dinghies contacting the line.

Water Supply

24. All sites should be provided with a water supply in accordance with appropriate Water Bye-laws and statutory quality standards.

Drainage, Sanitation and Washing Facilities

25. Satisfactory provision should be made for foul drainage, either by connection to a public sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the Local Authority.
26. Properly designed disposal points for the contents of chemical closets should be provided, with an adequate supply of water for cleaning the containers.
27. For caravans without their own water supply and water closets, communal toilet blocks should be provided, with adequate supplies of water, on at least the following scales:
- Men: 1 WC and 1 urinal per 15 caravans
 - Women: 2 WCs per 15 caravans
 - 1 wash basin for each WC or group of WCs
 - 1 Shower or bath (with hot and cold water) for each sex per 20 caravans
- Toilet blocks should be sited conveniently so that all site occupants may have reasonable access to one by means of a road or footpath.

Refuse Disposal

28. Every caravan standing should have an adequate number of suitable non-combustible refuse bins with close-fitting or plastic bags. Arrangements should be made for the bins to be emptied regularly. Where communal refuse bins are also provided these should be of similar construction and housed within a properly constructed bin store.

Parking

29. One car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Suitably surfaced parking spaces should be provided where necessary to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats should not be parked between units.

Recreation Space

30. Where children stay on the site, space equivalent to about one-tenth of the total area should be allocated for children's games and/or other recreational purposes. This provision will normally be necessary because of the limited space available round the caravans, but may be omitted where there are suitable alternative publicly provided recreational facilities, which are readily accessible.

Notices

31. A suitable sign should be prominently displayed at the site entrance indicating the name of the site.
32. A copy of the site licence with its conditions should be displayed prominently on the site.
33. Notices and a plan should be displayed on the site setting out the action to be taken in the event of an emergency. They should show where the police, fire brigade, ambulance and local doctors can be contacted, and the location of the nearest public telephone. The notices should also give the name and location/ telephone number of the site licence holder or his/her accredited representative. At sites subject to flood risk, warning notices should be displayed giving advice about the operation of the flood warning system.
34. All notices should be suitably protected from the weather and displayed where possible out of the direct rays of the sun, preferably in areas lit by artificial lighting.

Dated 7th day of November 2016



.....
T Morrison Director of Resources
Resources Directorate

FP = Fire Point
ECU = Electric Consumer Unit



Water provided to all static and touring caravans
All statics connected to sewerage system. Foul sewer provided to touring site

HARRISON PITT ARCHITECTS

hpa

29 CASTLE HILL
LANCASTER
LA1 1YN
Tel: 01524 32479

hpa@hparch.co.uk
www.hparch.co.uk

PROJECT TITLE

Primrose Bank Caravan Park
High Moor Farm, Singleton Rd, Weston
Preston, Lancashire, PR4 3JJ

CLIENT

Primrose Bank Caravan Park Ltd

DO NOT SCALE SITE DIMS FROM THIS DRAWING

DRAWING TITLE
LOCATION PLAN

DRAWING STATUS
PLANNING

DRAWING No.
1835-01

REVISION

SCALE: 1:1250 @ A4

DATE: Sept 2015

DRAWN: LD

CHECKED: --



Town and Country Planning Acts

Variation of Condition Granted

Part 1 - Particulars of Application

Application Number: 13/0531

Location: PRIMROSE BANK CARAVAN PARK, SINGLETON ROAD, WEETON
WITH PREESE, PRESTON, PR4 3JJ

Description: CHANGE OF USE OF LAND FROM HOLIDAY CARAVAN SITE WITH
CLOSURE PERIOD TO HOLIDAY CARAVAN SITE OPEN 12 MONTHS OF
YEAR

Part 2 - Particulars of Decision

The Fylde Borough Council hereby give notice in pursuance of the provisions of the Town and Country Planning Act 1990 that PERMISSION HAS BEEN GRANTED only for the carrying out of development referred to in Part 1 hereof in accordance with the actual development proposal specified on your submitted application form and the relevant plan, a stamped copy of which is returned with this notice, subject to the following conditions(s) and reasons(s):

- 1 The development hereby permitted must be begun not later than the expiration of 3 years commencing upon the date of this permission, and where applicable should be undertaken in strict accordance with the plan(s) comprising all aspects of the approved development accompanying the decision notice.

This standard time limit is required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004, while compliance with approved plans is required to ensure the approved standard of development is achieved.

- 2 That any touring caravans, static caravans, motorhomes and any other form of accommodation within the areas edged red on the approved plan shall be occupied for holiday purposes only and not as a persons permanent, sole or main place of residence.

Reason: To ensure that the site is not occupied by owners as their permanent residential home as the permission is for holiday use only, having regard to the location of the site within the countryside and in the interests of policies SP2, TREC6 and TREC7 of the Fylde Borough Local Plan (As Altered) October 2005 and paragraph 55 of the NPPF.

- 3 The owners/operators of the caravan site shall maintain a register of names of all owners/occupiers of individual caravans and of their main home addresses, and shall make this information available at all reasonable times to the Local Planning Authority.

Reason: To ensure that the site is not occupied by owners as their permanent residential home as the permission is for holiday use only, having regard to the location of the site within the countryside and in the interests of policies SP2, TREC6 and TREC7 of the Fylde Borough Local Plan (As Altered) October 2005 and paragraph 55 of the NPPF.

IMPORTANT – PLEASE CAREFULLY READ THE NOTES BELOW AS FAILURE TO COMPLY COULD MAKE THE DEVELOPMENT HEREBY PERMITTED UNAUTHORISED In addition if a condition precedent is breached, the development is unauthorised and the only way to rectify the development is the submission of a new application. If any other type of condition is breached then you will be liable to a breach of condition notice.

SUMMARY OF RELEVANT POLICIES & GUIDANCE

This decision has been made having regard to the guidance provided by the National Planning Policy Framework and the policies contained within the adopted Development Plan which comprises the saved policies of: the Fylde Borough Local Plan and all other relevant planning guidance and in particular policies:

Fylde Borough Local Plan:

SP02 Development in countryside areas

TREC06 Static Caravans and Chalets

TREC07 Touring Caravan & Camping Sites

Informative notes:

1. The Local Planning Authority (LPA), in reaching this decision, has followed the guidance in paragraphs 186 and 187 of the National Planning Policy Framework. The Framework advises that the LPA should work proactively with applicants to secure developments that improve the economic, social and environmental conditions of the area

Date of Decision: 29/10/2013

Signed: 

Mr P. Walker
Director of Development Services
Fylde Borough Council
Town Hall
Lytham St Annes
Lancashire, FY8 1LW

Mr Panchal
Graham Anthony Associates
2 Croston Villa
High Street
Garstang
Preston, Lancashire
PR3 1EA



Town and Country Planning Acts

Change of Use Granted

Part 1 - Particulars of Application

Application Number: 15/0772

Location: PRIMROSE BANK CARAVAN PARK, SINGLETON ROAD, WEETON WITH
PREESE, PRESTON, PR4 3JJ

Description: CHANGE OF USE OF PART OF THE SITE FROM 30 No. TOURING HOLIDAY
PITCHES TO 20 No. STATIC HOLIDAY PITCHES

Part 2 - Particulars of Decision

The Fylde Borough Council hereby give notice in pursuance of the provisions of the Town and Country Planning Act 1990 that PERMISSION HAS BEEN GRANTED for the carrying out of development referred to in Part 1 hereof in accordance with the development proposal specified on your submitted application form and the relevant plan (s) subject to the following conditions(s) and reasons(s):

- 1 The development must be begun not later than the expiration of three years beginning with the date of this permission.

Reason: To comply with the requirements of section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 This consent relates to the following details:

Approved plans:

- Location Plan - drawing no. - 1835-01
- Proposed site plan - drawing no. - 1835-10

Supporting Reports:

- Design and Access Statement HPA dated 5th November 2015
- Ecological appraisal - Envirotech dated 25.09.2015

Reason: For the avoidance of doubt and as agreed with the applicant / agent.

- 3 The caravan site hereby approved shall be laid out in accordance with that indicated on Harrison Pitt Architects drawing no.1835-10 and shall be used for the siting of no more than 20 static caravans.

To define the permission and layout the site in the interests of clarity and the character and visual amenity of the area.

- 4 Prior to first use of the land for a static caravan holiday site as hereby approved; a 'Management Plan' shall be submitted to the Local Planning Authority and agreed in writing, with the agreed

plan implemented throughout the operation of the site. This management plan shall set out details of the operation of the site including where the management will be undertaken from, frequency and timing of regular management visits to the site, by what methods visitors are able to contact the site manager when not present, reception arrangements and opening times, procedures to be undertaken in an emergency, etc.

To ensure adequate supervision and security arrangements are available for the safe and secure operation of the site in the absence of any residential accommodation within the site.

- 5 Prior to any development activity commencing, retained trees, either individually or, where appropriate, as groups, will be protected by erecting HERAS fencing at the Root Protection Areas (RPAs) identified in the arboricultural survey.

Within, or at the perimeter of, these root protection areas, all of the following activities are prohibited:

- Lighting of fires;
- Storage of site equipment, vehicles, or materials of any kind;
- The disposal of arisings or any site waste;
- Any excavation;
- The washing out of any containers used on site.

HERAS fencing must not be removed or relocated to shorter distances from the tree without the prior agreement of the Local Planning Authority. Any work to retained trees to facilitate development or site activity must (a) be agreed in advance with the Local Planning Authority and (b) must meet the requirements of BS3998:2010 Tree Work - recommendations.

Reason: To ensure that tree root damage and damage to the aerial parts of retained trees is avoided so that the trees' health and visual amenity is not diminished by development activity.

- 6 Prior to the commencement of development a scheme and programme for landscaping, shall be submitted to and approved in writing by the Local Planning Authority. Specific details shall include finished levels, means of enclosures, car parking [as applicable] hard surfacing materials, location of refuse receptacles, lighting and services as applicable soft landscape works shall include plans and written specifications noting species, plant size, number and densities and an implementation programme. The scheme and programme shall thereafter be varied only in accordance with proposals submitted to and approved by the Local Planning Authority and such variations shall be deemed to be incorporated in the approved scheme and programme. The approved landscaping scheme shall be implemented in a timetable of planting to be agreed in writing with the Local Planning Authority but which in any event shall be undertaken no later than the next available planting season. The developer shall advise the Local Planning Authority in writing of the date upon which landscaping works commence on site prior to the commencement of those works.

To enhance the quality of the development in the interests of the amenities of the locality.

- 7 The whole of the landscape works, as approved shall be implemented and subsequently maintained for a period of 10 years following the completion of the works. Maintenance shall comprise and include for the replacement of any trees, shrubs or hedges that are removed, dying, being seriously damaged or becoming seriously diseased within the above specified period, which shall be replaced by trees of a similar size and species. The whole of the planted areas shall be kept free of weeds, trees shall be pruned or thinned, at the appropriate times in accordance with current syvicultural practice. All tree stakes, ties, guys, guards and protective fencing shall be maintained in good repair and renewed as necessary. Mulching is required to a minimum layer of 75mm of spent mushroom compost or farm yard manure which should be applied around all tree and shrub planting after the initial watering. Weed growth over the whole of the planted area should be minimised. Any grassed area shall be kept mown to the appropriate height and managed in accordance with the approved scheme and programme.

To ensure a satisfactory standard of development and in the interest of visual amenity in the locality.

- 8 No above ground works shall take place until a scheme for the disposal of foul and surface water from the site has been submitted to and approved in writing by the Local Planning Authority. Unless otherwise agreed in writing with the Local Planning Authority, the scheme shall include:

- (i) separate systems for the disposal of foul and surface water;
- (ii) a detailed drainage strategy to demonstrate that the post-development surface water discharge rate to any soakaway, watercourse or sewer does not exceed the pre-development (greenfield) rate. The drainage strategy shall include details of the peak surface water runoff rate from the development for the 1 in 1 year rainfall event and the 1 in 100 year (+30% climate change allowance) rainfall event, and shall demonstrate that the peak post-development runoff rate does not exceed the peak pre-development greenfield runoff rate for the same event;
- (iii) details of any necessary flow attenuation measures, including the use of SUDS where appropriate;
- (iv) details of the measures taken to prevent flooding and pollution of any receiving groundwater and/or surface waters (including watercourses) and any off-site works required to ensure adequate discharge of surface water without causing flooding or pollution (including refurbishment of existing culverts and headwalls or removal of unused culverts where applicable);
- (v) flood water exceedance routes, both on and off site;
- (vi) means of access for maintenance and easements (where applicable);
- (vii) a timetable for implementation, including any phasing of works; and
- (viii) a management and maintenance plan for the lifetime of the development which, as a minimum, shall include the arrangements for adoption by an appropriate public body or statutory undertaker, management and maintenance by a Residents' Management Company, arrangements concerning appropriate funding mechanisms for the ongoing maintenance of all elements of any sustainable drainage system (including mechanical components), ongoing inspections relating to performance and asset condition assessments, operation costs, regular maintenance, remedial works and irregular maintenance caused by less sustainable limited life assets or any other arrangements to secure the operation of the surface water drainage scheme throughout its lifetime.

The duly approved scheme shall be implemented before the dwelling is first occupied, or within any other timescale first agreed in writing with the Local Planning Authority, and shall be managed and maintained as such thereafter.

Reason: To ensure that the development is not at risk of flooding and does not increase flood risk elsewhere, and that adequate measures are put in place for the disposal of foul and surface water in accordance with the requirements of Fylde Borough Local Plan policies EP25 and EP30, and the National Planning Policy Framework.

- 9 That any static caravans, motorhomes and any other form of accommodation within the areas edged red on the approved plan shall be occupied for holiday purposes only and not as a persons permanent, sole or main place of residence.

Reason: To ensure that the site is not occupied by owners as their permanent residential home as the permission is for holiday use only, having regard to the location of the site within the countryside and in the interests of policies SP2 and TREC6 of the Fylde Borough Local Plan (As Altered) October 2005 and paragraph 55 of the NPPF.

- 10 The owners/operators of the caravan site shall maintain a register of names of all owners/occupiers of individual caravans and of their main home addresses and shall make this information available at all reasonable times to the Local Planning Authority.

Reason: To ensure that the site is not occupied by owners as their permanent residential home as the permission is for holiday use only, having regard to the location of the site within the countryside and in the interests of policies SP2 and TREC6 of the Fylde Borough Local Plan (As Altered) October 2005 and paragraph 55 of the NPPF.

SUMMARY OF RELEVANT POLICIES & GUIDANCE

This decision has been made having regard to the guidance provided by the National Planning Policy Framework and the policies contained within the adopted Development Plan which comprises the saved policies of: the Fylde Borough Local Plan and all other relevant planning guidance and in particular policies:

Fylde Borough Local Plan:

SP02 Development in countryside areas

TREC06 Static Caravans and Chalets

Informative notes:

1. The Local Planning Authority (LPA), in reaching this decision, has followed the guidance in paragraphs 186 and 187 of the National Planning Policy Framework. The Framework advises that the LPA should work proactively with applicants to secure developments that improve the economic, social and environmental conditions of the area. This has been demonstrated by:
 1. Providing advice to the applicant/agent during the course of the application on potential problems and possible solutions

Date of Decision: 15/02/2016

Signed:



Mr P. Walker
Director of Development Services
Fylde Borough Council
Town Hall
Lytham St Annes, FY8 1LW

Harrison Pitt Architects
29 Castle Hill
Lancaster
LA1 1YN

IMPORTANT – PLEASE CAREFULLY READ THE NOTES BELOW AS FAILURE TO COMPLY COULD MAKE THE DEVELOPMENT UNAUTHORISED

- 1) These notes should be read in conjunction with the decision notice issued by the Local Planning Authority in respect of the application which you have recently submitted to the Council.

IN CASES WHERE PERMISSION/CONSENT HAS BEEN GRANTED

- 2) Any permission/consent is granted on the basis of the approved plans listed in the decision notice. The development should be undertaken in strict accordance with the approved plans, as any deviation will constitute unauthorised development which may be liable to enforcement action. Any amendments to the approved plans are likely to require the submission of a further application to the Council. Should such changes be desired, you are advised to contact the Development Management Service to determine the most appropriate means by which any revisions could be considered.
- 3) Any permission/consent granted is subject to the conditions set out in the decision notice and it is the

responsibility of the developer to ensure that these conditions are fully complied with. Any conditions that require work to be carried out or details to be approved before any development can take place form a "condition precedent". If a condition precedent is not complied with, the whole of the development will be unauthorised and may result in enforcement action being taken by the Council.

- 4) The applicant is reminded of the need to obtain formal approval of those details required by the conditions of any planning permission/consent before development may lawfully commence on the site (or any other relevant trigger as set out in each condition). Formal applications for the approval of matters reserved by condition are currently subject to fees (per request) of £28 for householder applications and £97 in all other cases. Any breach of the imposed conditions may leave you liable to enforcement action or may require you to submit a new application in order to regularise any unauthorised works.
- 5) If the applicant is aggrieved by any of the conditions imposed as part of the planning permission, they may appeal to the Planning Inspectorate. Any appeal against the grant of permission subject to conditions to which the applicant objects needs to be made within 6 months of the date on the decision notice.
- 6) In undertaking any development you should ensure that you have also secured any necessary approval under the Building Regulations or any other approvals or consents required including consent from the landlord or obligations under the Party Wall Act.
- 7) For developments that need a new address or address change, please contact addresses@fylde.gov.uk of 01253 658515. New addresses need to be done at the earliest stage to enable Utility connections for the new properties.

IN CASES WHERE PERMISSION/CONSENT HAS BEEN REFUSED

- 8) If the applicant is aggrieved by the decision of the Local Planning Authority to refuse planning permission/consent, they may appeal to the Planning Inspectorate. The relevant time limits to lodge an appeal following the Local Planning Authority's refusal of permission/consent are as follows:
 - a) For householder planning applications – 12 weeks from the date on the decision notice.
 - b) For advertisement consent applications – 8 weeks from the date on the decision notice.
 - c) For minor commercial development applications – 12 weeks from the date on the decision notice.
 - d) For any other types of planning application – 6 months from the date on the decision notice.

SAVE THAT in circumstances where an enforcement notice has been served for the same or very similar development, the time limit to lodge an appeal (in all cases) is:

- within 28 days from the date of the Local Planning Authority's decision if the enforcement notice was served before the decision was made, yet not longer than 2 years before the application was made.
- within 28 days from the date the enforcement notice was served if served on or after the date the decision was made (unless this extends the normal appeal period).

Appeals must be made directly to the Planning Inspectorate and can be dealt with by exchange of written statements or heard before an Inspector at an Informal Hearing or at a Public Inquiry. Further information regarding the appeals process (including application forms) can be obtained from the Planning Inspectorate via their website - <https://www.gov.uk/appeal-planning-decision>.



Hi Mick,

With regard to the increased occupancy from 32 to 52 holiday lets. Lancashire Fire and Rescue Service expect the responsible person to conduct a review of the fire risk assessment and rectify any issues highlighted as soon as reasonably practicable.

Due to the increased occupancy, particular attention must be made to ensure that adequate spacing occurs between caravans/lodges (good practice guidance recommends 5m) and suitable access into and around the site is provided for emergency service vehicles.

Regards



Watch Manager
Alan Priestley
Fire Safety Inspector
W36 St Annes
Lancashire Fire and Rescue Service
01253-716726
Mobile 07920786805
Internal 2-3631/2
alanpriestley@lancsfireandrescue.org.uk

From: Michael Duck [<mailto:michael.duck@fylde.gov.uk>]
Sent: 29 January 2018 13:05
To: W36 - Priestley, Alan
Subject: Caravan Site Licensing- Primrose Bank CP

Hi Alan,

Please see enclosed report relating to Primrose Bank Caravan Park, the site licence operator is seeking to remove 30 of the touring pitches and replace these with 20 static holiday caravans with the holiday site being open for 12 months of the year.

I'm seeking your opinions on the matter in accordance with the Caravan Sites and Control of Development Act 1960.

I look forward to hearing from you.

Many thanks

Micky

Thu 01/02/2018 19:02, Peter Lord Peter.Lord@pureleisuregroup.com

Re: Primrose Bank Caravan Park

Hi Michael

I only work Mondays now.

The two recommendations are perfectly acceptable and what we are already used to.

Thanks and Regards

Peter

Sent from my iPad

On 1 Feb 2018, at 15:20, Michael Duck <michael.duck@fylde.gov.uk> wrote:

Hi Peter,

I did try to contact you over the phone earlier today but you were not available and therefore I left you a message.

I can confirm that your application for all year round holiday use and also to remove the 30 touring caravans and replace them with 20 holiday caravan pitches, will be heard at the Town Hall on 14th February 2018 by Members of the Public Protection Committee.

As the application is for all year round holiday use, Members would normally insist on additional conditions being included within the licence to prevent the site being occupied as a person's main residence. I'm therefore proposing that the following conditions or similar are to be included within the site licence-

1. Static holiday caravans shall be occupied for holiday purposes only and not as a person's permanent, sole or main place of residence.
2. The owners/operator of the caravan site shall maintain a register of names of all owners/occupiers of individual caravans and of their main home addresses and shall make this information available at all reasonable times to the local authority.

I look forward to hearing from you at your earliest opportunity in order to make the amendments to the report if my proposal is to your satisfaction.

Many thanks

Micky

Michael Duck
Senior EHO - Commercial Team
Fylde Borough Council

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
RESOURCES DIRECTORATE	PUBLIC PROTECTION COMMITTEE	14 FEBRUARY 2018	8
CARAVAN SITE LICENSING- WHITMORE FARM CARAVAN PARK			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

A request has been received from the site owner to amend the site licence:

1. To allow all year round use as a touring caravan site; and
2. Without restriction to the length of stay.

RECOMMENDATION

That the Committee considers report, to cancel Condition 25, 26 and points 5 and 6 of the site licence to allow all year round use of the caravan site and removal of 21 maximum stay. In line with the Councils Planning Departments decision to permit the caravan park to remain open all year round, without a restriction on the length of stay.

SUMMARY OF PREVIOUS DECISIONS

On the 15th February 2017, the Public Protection Committee increased the number of touring caravans to 43 and to permit caravan pitches 26 to 43 (land to the East side of the site) to be used in excess of 21 days.

CORPORATE PRIORITIES

Spending your money in the most efficient way to achieve excellent services (Value for Money)	
Delivering the services that customers expect of an excellent council (Clean and Green)	
Working with all partners (Vibrant Economy)	✓
To make sure Fylde continues to be one of the most desirable places to live (A Great Place to Live)	✓
Promoting Fylde as a great destination to visit (A Great Place to Visit)	✓

REPORT

1. The Licensing Department received correspondence on 29th January 2018¹, from the site owner of Whitmore Farm Caravan Park, Bradshaw Lane, Greenhalgh, Preston, Lancashire.

¹ Appendix 1- Correspondence from site owner- 29th January 2018

2. The applicant is seeking to cancel points 5 and 6 of the licence as well as conditions 25 and 26 of the site licence issued on the 21st February 2017², as detailed in the table below-

Existing Condition	Proposed cancellation and reason	Officer comments and recommendation
<p>Condition 25- <i>“The site shall be used as a touring caravan site only during the period 15th February until 31st December each year. Between the 1st January and the 14th February in any year all caravans shall be removed from the site”.</i></p> <p>Point 6 of the site licence is a repeat of Condition 25.</p>	<p>To remove the closure period of between 1st January and the 14th February. To allow year round use of a touring caravan site without restriction in length of stay.</p>	<p>To permit all year round use of the touring caravan site.</p> <p>To cancel Condition 25 and point 6 of the site licence.</p> <p>Points 2-4 of the current licence ensure that the touring caravans are not used as a person’s sole or main permanent residence.</p>
<p>Condition 26- <i>Caravan pitches numbered 26 to 43 only located on the land to the east part of the site may be occupied in excess of 21 days, in accordance with planning approval. In contrast, the pitches located on the west side of the site shall not remain on the site for any one period exceeding 21 days”.</i></p> <p>Point 5 of the licence is a repeat Condition 26.</p>	<p>Remove the 21 day restriction.</p>	<p>To permit caravan pitches on the west part of the site to be used in excess of 21 days in line with planning variation 17/0924.</p> <p>To cancel Condition 26 and point 5 of the site licence.</p>

3. On the 21st December 2017, the Council’s Planning Department granted a variation [Ref- 17/0924³] to a condition to planning permission 78/0534 to allow all year round use as a touring caravan site without restriction on the length of stay.
4. Lancashire Fire and Rescue Services have been consulted on this application.

IMPLICATIONS	
Finance	None arising directly from the report.
Legal	None arising directly from the report.
Community Safety	None arising directly from the report.
Human Rights and Equalities	None arising directly from the report.
Sustainability and Environmental Impact	None arising directly from the report.
Health & Safety and Risk Management	None arising directly from the report.

LEAD AUTHOR	CONTACT DETAILS	DATE
Michael Duck	michaeld@fylde.gov.uk , Tel 01253 658620	5 th February 2018

² Appendix 2- Whitmore Farm Caravan Park issued on 21st February 2017

³ Appendix 3- Planning Reference 17/0924 Removal of Condition 2 and 4 of planning permission 78/0534 to allow all year round use as a touring caravan site without restriction on length of stay

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Whitmore Farm Caravan Park	5 th February 2018	1 st Floor Chaseley Building, St. Annes

Attached documents

Appendix 1-Correspondence from the site owner dated 29th January 2018

Appendix 2-Whitmore Farm Caravan Park issues on 21st February 2017

Appendix 3- Planning Reference 17/0924 Removal of Condition 2 and 4 of planning permission 78/0524 to allow all year round use as a touring caravan site without restriction on length of stay

From: susan moore
Sent: 4 February 2018 14:59
To: Michael Duck <michael.duck@fylde.gov.uk>
Subject: Re: Whitmore Farm Caravan Park

Hi Micky,
Thankyou for your e-mail.
Yes, you are correct in thinking that we wish to remove condition 25 and 26 of the site licence as well as points 5 and 6 in the first part of the licence. I was getting confused with the 'variation of condition granted'.
Thanks for that.
Kind Regards
Susan

From: Michael Duck <michael.duck@fylde.gov.uk>
Sent: 29 January 2018 15:37
To: 'susan moore'
Subject: RE: Whitmore Farm Caravan Park

Hi Susan,

Many thanks for your email, I enclose a copy of your current site licence. Looking at conditions 2 and 4 these relate to distances and cleanliness of the sites. I believe that you are seeking to remove condition 25 and 26 of the site licence as well as points 5 and 6 in the first part of the licence.
Can you let me know whether this is the case.

Many thanks
Micky
Michael Duck
Senior EHO - Commercial Team
Fylde Borough Council

From: susan moore
Sent: 29 January 2018 10:03
To: Michael Duck <michael.duck@fylde.gov.uk>
Subject: Whitmore Farm Caravan Park

Good Morning Mikey,
thankyou for the site licence for the above.
Could you please remove condition 2 and 4 of the licence to bring it in line with the variation, to which it relates, which has been granted.
The application number for the variation is 17/0924.
The Planning Permission is 78/0534

Yours sincerely
Susan Moore



Caravan Sites and Control of Development Act 1960

Licence Authorising Land to be used as a Caravan Site

Whitmore Farm Caravan Park, Bradshaw Lane, Greenhalgh, Preston, Lancashire

To: Richard Gary Moore and Susan Moore
Whitmore Farm Caravan Park,
Bradshaw Lane,
Greenhalgh,
Preston
Lancashire.

TAKE NOTICE THAT

On the 19th December 2016, you made an application for a site licence in respect of the land situated at Whitmore Farm Caravan Park, Bradshaw Lane, Greenhalgh, Preston, Lancashire.

This is in respect of the entitlement to the benefit of planning permission, reference number 5/78/534; 92/0006; 06/0726; 09/0799; 15/0077; 16/0704, granted by Fylde Council for the use of the aforementioned land as a caravan site granted under Part III of the Town and Country Planning Act 1971, otherwise than by a Development Order.

In respect of the aforementioned application and planning permission(s) above:

Fylde Council hereby grant a site licence in respect of the land known as Whitmore Farm Caravan Park, Bradshaw Lane, Greenhalgh, Preston, Lancashire in pursuance of the powers conferred upon them by Sections 3 and 5 of the Caravan Sites and Control of Development Act 1960 hereby grant a licence, subject to the following conditions-

1. Only 43 touring caravans shall be situated within the boundary of the site and the above planning permission, and the enclosed plan Ref- MR. R. Moore Proposed Plan, dated January 2015, edged in yellow.
2. The caravans stationed on the site shall be for holiday purposes only, to ensure holiday accommodation is not used for permanent residential accommodation.
3. The caravans stationed on the site shall not be occupied as a person's sole, or main place of residence
4. The owners/operators of the caravan site shall maintain a register of names of all owners/occupiers of individual caravans and of their main home addresses, and shall make this information available at all reasonable times to the Local Authority.

5. Caravan pitches numbered 26 to 43 only located on the land to the east part of the site may be occupied in excess of 21 days, in accordance with planning approval. In contrast, the pitches located on the west side of the site shall not remain on the site for any one period exceeding 21 days.
6. The site shall be used as a touring caravan site only during the period 15th February until 31st December each year. Between the 1st January and the 14th February in any year all caravans shall be removed from the site”.
7. The applicant of this licence shall comply with the attached list of requirements for Touring Caravans.
8. This licence shall expire upon the transfer or expiry of the present owner's use of the site or a new planning permission changing the number of pitches or closed season.

This Licence hereby cancels all previous licenses.

Schedule of Conditions

1. The total number of caravans stationed on the site at any one time shall be such as to enable compliance with the requirements of this schedule to be maintained and in any case shall not exceed 43 (Forty-three) and set out in accordance with plan referenced- Ref- MR. R. Moore Proposed Plan, dated January 2015, edged in yellow.
2. The site shall be maintained in a clean and tidy condition at all times. Every caravan stationed on the site shall be maintained in a good state of repair and external decoration.

Site Boundaries

3. The boundaries of the site shall be clearly marked by either fences or hedges. A 3 metre wide area shall be kept clear within the inside of all boundaries.

Spacing

4. Every caravan shall not be less than 6 metres from any other caravan and not less than 3.5 metres at corners. Every caravan shall not be less than 3 metres from the road.
5. The site road shall be constructed of a suitable material and shall not be less than 4 metres wide.
6. Emergency vehicles shall be able to secure access at all times to within 90 metres of any unit on the site.

Drinking Water Supply and Waste Water Disposal

7. An adequate supply of drinking water, shall be provided. Each pitch on a site shall be no further than 90 metres from a water tap. At each tap there shall be a soakaway or gully.

8. Water waste disposal shall be provided and each pitch shall be is no further than 90 metres from a waste water disposal point.

Toilets: WCs and Chemical Closets

9. A communal toilet block shall be provided, with adequate supplies of water, on at least the following scales-

Men	1 Water closet and 1 urinal 1 Wash basin 1 Shower or bath (with hot and cold supply) 1 Deep sink with hot and cold water supply for the use of laundry purposes.
Women	2 Water closets 1 Wash basin 1 Shower or bath (with hot and cold water supply) 1 Deep sink with hot and cold water supply for the use of laundry purposes.

10. There shall be sufficient space in each shower compartment to enable clothing to be stored and kept dry.
11. Particular consideration should be given to the needs of the disabled in the provision made for water points, toilets, washing points and showers.

Disposal Point of Chemical Closets

12. A properly designed disposal point for the contents of chemical closets shall be provided together with an adjacent adequate supply of water for cleaning containers. The method of disposal shall be to the satisfaction of the Local Authority and the appropriate Water Authority. The water supply shall be clearly labelled as non-potable.

Lighting

13. Suitable and sufficient means of internal and external artificial lighting shall be provided and maintained for all communal facilities.

All fixtures and fittings provided for communal use shall be maintained in proper working order and in a clean condition.

Electrical Installation

14. The electrical installation on site shall be installed to the requirements of the Institution of Electrical Engineers' Regulations for Electrical Installations (the IEE Wiring Regulations) for the time being in force and, where appropriate, to the standard acceptable for the Electricity (Overhead Lines) Regulations 1970, S.I. 1970, No. 1355. Any installation should be maintained in such a way as to prevent danger as far as reasonably practicable and should be periodically inspected and tested by a competent person in accordance with the IEE Wiring Regulations.

Refuse Disposal

15. Adequate provision shall be made for the storage, collection and disposal of refuse.

Fire Precautions

16. No unit shall be further than 90 metres from a fire point. At each fire point there shall be one water (gas expelled) extinguisher and one APC powder extinguisher each of 10 litres capacity and complying with the current relevant British Standard, together with a means of raising the alarm in the event of a fire. Equipment susceptible to damage by frost should be suitably protected.
17. The fire points shall be clearly marked and easily accessible. All fire-fighting equipment shall be maintained in working order and kept available for use and for inspection by the Licensing Authority.
18. Each fire point shall exhibit a conspicuous notice indicating the action to be taken in case of fire and the location of the nearest telephone. The notice should 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 brigade (the nearest telephone is sited ...).
- iv) Attack 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."

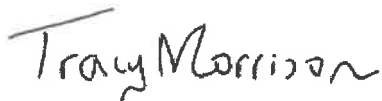
Site Notices

19. A sign indicating the name of the site shall be displayed at the site entrance.
20. Notices shall be displayed prominently on the site indicating the action to be taken in the event of an emergency and show where the Police, Fire Brigade, Ambulance and Local Doctors can be contacted and the location of the nearest public telephone.
21. At sites subject to flood risk, warning notices shall be displayed giving advice about the operation of the flood warning system.
22. A copy of the site licence with its conditions should be displayed prominently on the site.
23. A suitably surfaced car parking space shall be provided for each caravan stationed on the site.
24. Adequate provision shall be made for surface water drainage of the site.
25. The site shall be used as a touring caravan site only during the period 15th February

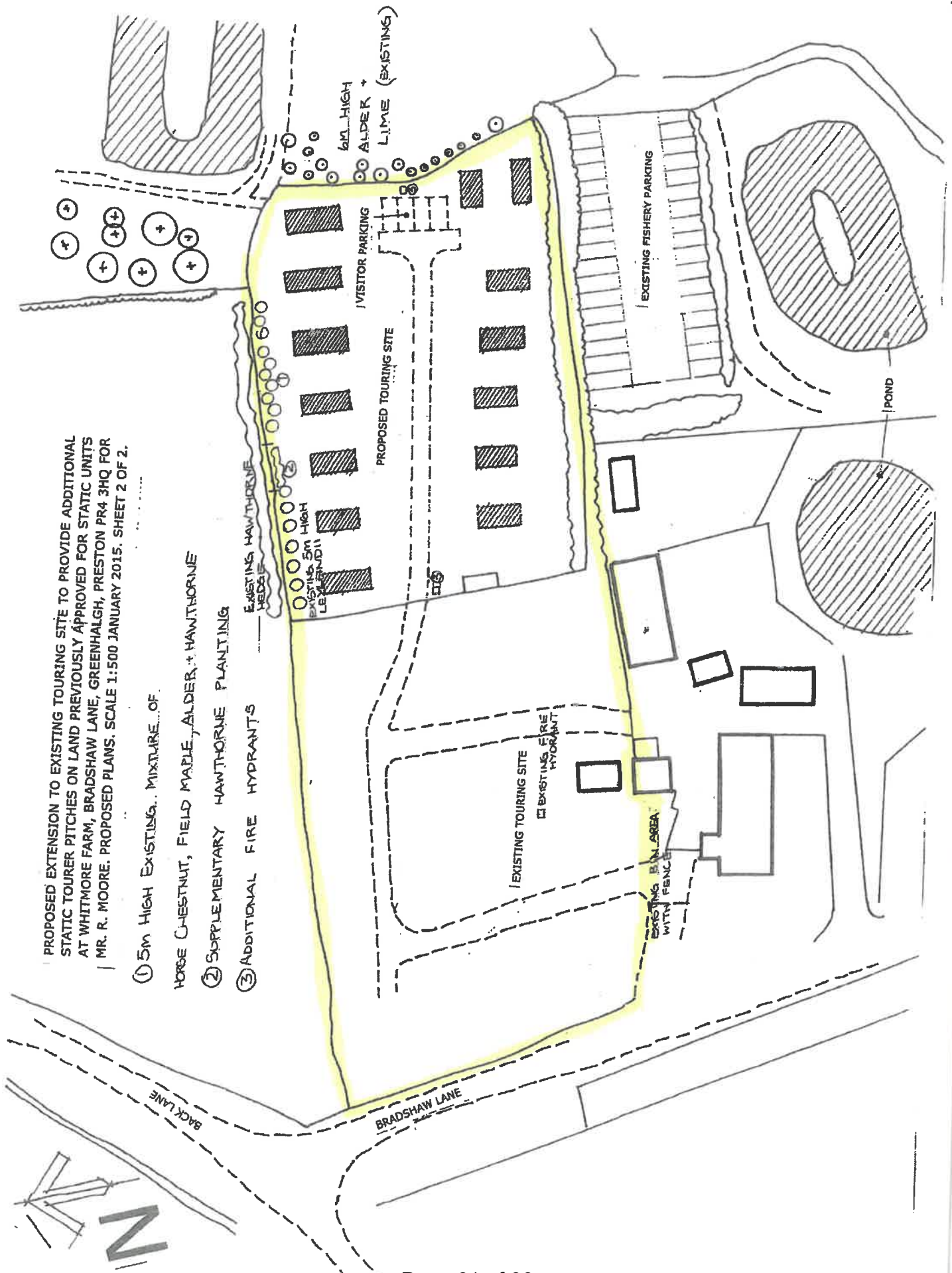
until 31st December each year. Between the 1st January and the 14th February in any year all caravans shall be removed from the site".

26. Caravan pitches numbered 26 to 43 only located on the land to the east part of the site may be occupied in excess of 21 days, in accordance with planning approval. In contrast, the pitches located on the west side of the site shall not remain on the site for any one period exceeding 21 days.

Dated 21st day of February 2017



.....
T Morrison Director of Resources



PROPOSED EXTENSION TO EXISTING TOURING SITE TO PROVIDE ADDITIONAL
 STATIC TOURER PITCHES ON LAND PREVIOUSLY APPROVED FOR STATIC UNITS
 AT WHITMORE FARM, BRADSHAW LANE, GREENHALGH, PRESTON PR4 3HQ FOR
 MR. R. MOORE. PROPOSED PLANS. SCALE 1:500 JANUARY 2015. SHEET 2 OF 2.

① 5M HIGH EXISTING MIXTURE OF

HORSE CHESTNUT, FIELD MAPLE, ALDER + HAWTHORNE

② SUPPLEMENTARY HAWTHORNE PLANTING

③ ADDITIONAL FIRE HYDRANTS



Town and Country Planning Acts

Variation of Condition Granted

Part 1 - Particulars of Application

Application Number: 17/0924

Location: WHITMORE FARM, BRADSHAW LANE, GREENHALGH WITH THISTLETON, PRESTON, PR4 3HQ

Description: REMOVAL OF CONDITION 2 AND 4 OF PLANNING PERMISSION 78/0534 TO ALLOW YEAR ROUND USE AS TOURING CARAVAN SITE WITHOUT RESTRICTION ON LENGTH OF STAY OR SIZE OF CARAVAN

Part 2 - Particulars of Decision

The Fylde Borough Council hereby give notice in pursuance of the provisions of the Town and Country Planning Act 1990 that PERMISSION HAS BEEN GRANTED for the carrying out of development referred to in Part 1 hereof in accordance with the development proposal specified on your submitted application form and the relevant plan (s) subject to the following conditions(s) and reasons(s):

- 1 The development hereby permitted must be begun not later than the expiration of 3 years commencing upon the date of this permission, and where applicable should be undertaken in strict accordance with the plan(s) comprising all aspects of the approved development accompanying the decision notice.

This standard time limit is required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004, while compliance with approved plans is required to ensure the approved standard of development is achieved.

- 2 This consent relates to the following details:

Approved plans:

- Location Plan - drawing no. 16-0704-PL01
- Proposed site plan - drawing no. 16-0704-PL02

Supporting Reports:

- Planning Statement - Shepherd Planning - September 2016

Reason: For the avoidance of doubt and as agreed with the applicant / agent.

- 3 The caravans stationed on that part of the site the subject of this permission shall be used for holiday purposes only and shall not be occupied as a person's sole, or main place of residence.

To ensure that the approved holiday accommodation is not used for permanent residential occupation which would be contrary to Policy SP2 of the Fylde Borough Local Plan As Altered

October 2005, Policy GD4 of the submission version of the Local Plan to 2032 and the aims of the National Planning Policy Framework.

- 4 The owners/operators of the caravan site shall maintain a register of names of all owners/occupiers of individual caravans, their main home addresses, and the period of occupancy including date of arrival and date of departure from the caravan site and shall make this information available at all reasonable times to the Local Planning Authority.

Reason: To ensure that the approved holiday accommodation is not used for permanent residential occupation which would be contrary to Policy SP2 of the Fylde Borough Local Plan as altered October 2005, Policy GD4 of the submission version of the Local Plan to 2032 and the aims of the National Planning Policy Framework

SUMMARY OF RELEVANT POLICIES & GUIDANCE

This decision has been made having regard to the guidance provided by the National Planning Policy Framework and the policies contained within the adopted Development Plan which comprises the saved policies of: the Fylde Borough Local Plan and all other relevant planning guidance and in particular policies:

Fylde Borough Local Plan:

SP02 Development in countryside areas

TREC06 Static Caravans and Chalets

TREC10 Countryside Recreation

Fylde Local Plan to 2032:

EC6 Leisure, Culture and Tourism Development

EC7 Tourism Accommodation

ENV1 Landscape

ENV2 Biodiversity

GD4 Development in the Countryside

Informative notes:

1. The Local Planning Authority (LPA), in reaching this decision, has followed the guidance in paragraphs 186 and 187 of the National Planning Policy Framework. The Framework advises that the LPA should work proactively with applicants to secure developments that improve the economic, social and environmental conditions of the area
2. This consent requires the construction, improvement or alteration of an access to the public highway. Under the Highways Act 1980 Section 184 the County Council as Highway Authority must specify the works to be carried out. Only the Highway Authority can carry out these works and therefore before any access works can start you must contact the Environment Directorate for further information. This can be done either by:
 - Visiting www.lancashire.gov.uk and following the links after searching 'Vehicle Crossings'
 - telephoning the Area Manager South 01772 538560
 writing to the Area Manager South, Lancashire County Council, Cuerden Way, Bamber Bridge, Preston PR5 6BS quoting the planning application.

Date of Decision: 21/12/2017

Signed:



Mr P. Walker
Director of Development Services
Fylde Borough Council
Town Hall
Lytham St Annes, FY8 1LW

Mr Shepherd
Shepherd Planning
20 Collingwood Avenue
St Annes
Lytham St Annes
FY8 2SB

**IMPORTANT – PLEASE CAREFULLY READ THE NOTES BELOW AS FAILURE TO COMPLY COULD
MAKE THE DEVELOPMENT UNAUTHORISED**

- 1) These notes should be read in conjunction with the decision notice issued by the Local Planning Authority in respect of the application which you have recently submitted to the Council.

IN CASES WHERE PERMISSION/CONSENT HAS BEEN GRANTED

- 2) Any permission/consent is granted on the basis of the approved plans listed in the decision notice. The development should be undertaken in strict accordance with the approved plans, as any deviation will constitute unauthorised development which may be liable to enforcement action. Any amendments to the approved plans are likely to require the submission of a further application to the Council. Should such changes be desired, you are advised to contact the Development Management Service to determine the most appropriate means by which any revisions could be considered.
- 3) Any permission/consent granted is subject to the conditions set out in the decision notice and it is the responsibility of the developer to ensure that these conditions are fully complied with. Any conditions that require work to be carried out or details to be approved before any development can take place form a “condition precedent”. If a condition precedent is not complied with, the whole of the development will be unauthorised and may result in enforcement action being taken by the Council.
- 4) The applicant is reminded of the need to obtain formal approval of those details required by the conditions of any planning permission/consent before development may lawfully commence on the site (or any other relevant trigger as set out in each condition). Formal applications for the approval of matters reserved by condition are currently subject to fees (per request) of £28 for householder applications and £97 in all other cases. Any breach of the imposed conditions may leave you liable to enforcement action or may require you to submit a new application in order to regularise any unauthorised works.
- 5) If the applicant is aggrieved by any of the conditions imposed as part of the planning permission, they may appeal to the Planning Inspectorate. Any appeal against the grant of permission subject to conditions to which the applicant objects needs to be made within 6 months of the date on the decision notice.
- 6) In undertaking any development you should ensure that you have also secured any necessary approval under the Building Regulations or any other approvals or consents required including consent from the landlord or obligations under the Party Wall Act.
- 7) For developments that need a new address or address change, please contact addresses@fylde.gov.uk or 01253 658515. New addresses need to be made as early as possible to arrange for Utility connections.

IN CASES WHERE PERMISSION/CONSENT HAS BEEN REFUSED

- 8) If the applicant is aggrieved by the decision of the Local Planning Authority to refuse planning permission/consent, they may appeal to the Planning Inspectorate. The relevant time limits to lodge an appeal

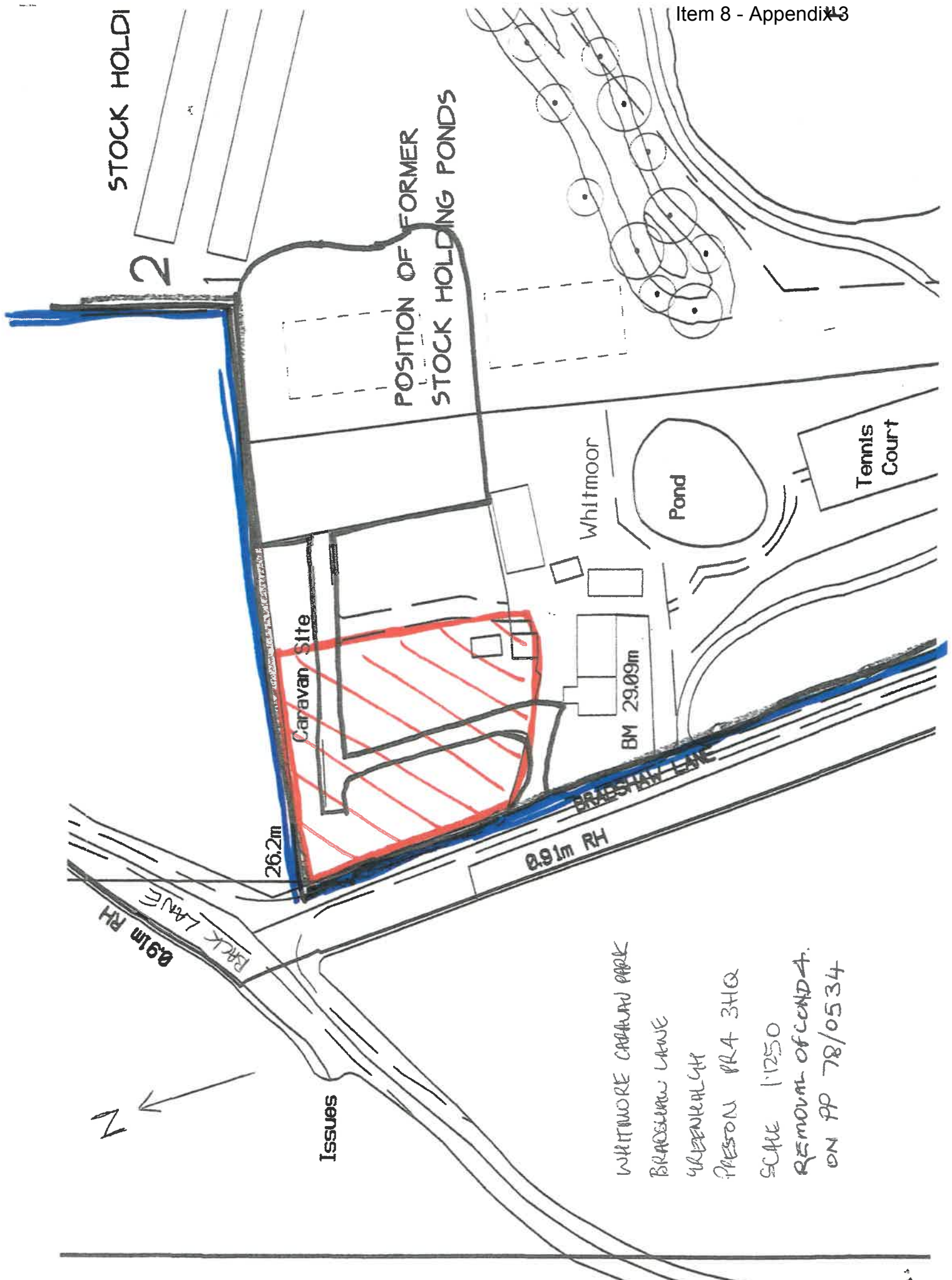
following the Local Planning Authority's refusal of permission/consent are as follows:

- a) For **householder** planning applications – **12 weeks** from the date on the decision notice.
- b) For **advertisement** consent applications – **8 weeks** from the date on the decision notice.
- c) For **minor commercial** development applications – **12 weeks** from the date on the decision notice.
- d) For **any other** types of planning application – **6 months** from the date on the decision notice.

SAVE THAT in circumstances **where an enforcement notice has been served** for the same or very similar development, the time limit to lodge an appeal (in all cases) is:

- within **28 days** from the date of the Local Planning Authority's decision if the enforcement notice was served before the decision was made, yet not longer than 2 years before the application was made.
- within **28 days** from the date the enforcement notice was served if served on or after the date the decision was made (unless this extends the normal appeal period).

Appeals must be made directly to the Planning Inspectorate and can be dealt with by exchange of written statements or heard before an Inspector at an Informal Hearing or at a Public Inquiry. Further information regarding the appeals process (including application forms) can be obtained from the Planning Inspectorate via their website - <https://www.gov.uk/planning-inspectorate>.



WHITMORE CARAVAN PARK
 BRASHAW LANE
 GREENHATCH
 PRESON PRA 3HQ
 SCALE 1:1250
 REMOVAL OF CONPD 4.
 ON PP 78/0534