

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT, 1960  
SECTION 3

S I T E L I C E N C E

TO: C R A Hudgell  
The Old Mill  
Mill Lane  
THORPE LE SOKEN  
Essex

WHEREAS on the 4 day of February 1996

you made application for a Site Licence in respect of land situate at  
Old Mill Mobile Home Site, The Old Mill, Mill Lane, Thorpe le Soken  
(hereinafter called "the said land")

AND WHEREAS you are entitled to the benefit of permission (ref. No.  
TEN/428/76, Ten/776/78) for the use of the said land as a caravan site  
granted under Part III of the Town and Country Planning Act 1971, otherwise  
than by a development order.

NOW THEREFORE the T E N D R I N G D I S T R I C T C O U N C I L  
HEREBY GRANT a Site Licence in respect of the said land pursuant to Section  
3 of the Caravan Sites and Control of Development Act 1960, subject to the  
following conditions, that is to say

See Attached Conditions

DATED this 7<sup>th</sup> day of May 1996



SIGNED .....  
Director of Environmental & Technical Services

Caravan Site and Control of Development Act 1960  
Standards to be imposed as a condition of licence - Static Residential  
Sites and Mixed Residential/Holiday Sites

1. Type of Caravans

Caravans shall be 'fully serviced caravans' and only approved caravans as defined in Section 29 (1) of the Caravan Sites and Control of Development Act 1960 and Section 13 (1) of the Caravan Act 1968 shall be permitted on the site.

Definition

A fully serviced caravan shall be one which is provided with:-

- a) An internal tap connected to an approved drinking water supply.
- b) An internal water closet in a separate compartment which may also house a bath or shower and a wash hand basin.
- c) An internal bath or shower and a wash hand basin each supplied with hot and cold water.
- d) An internal sink supplied with hot and cold water.
- e) Suitable drainage in accordance with Section 10 of these conditions to which the sanitary fittings referred to in 1-4 above shall be properly connected.
- f) Mains electricity supply providing power and lighting.
- g) Facilities for cooking and space heating.

All static caravans introduced on site after 1 April 1985 shall comply with the appointed British Standards.

All caravans on the site must be maintained in a sound structural condition. Any caravan which is not structurally sound or habitable must be removed from the site within 28 days.

2. Site Boundaries

The boundaries of the site must be clearly marked, eg, by fences or hedges. A site plan must be deposited with the Council's Director of Environmental and Technical Services every two years or following substantial alterations to the layout of the site. A 3 metre wide area shall be kept clear within the inside of the boundaries with the exception of vans 3 and 4 where a 1 metre clear area is acceptable at the boundary with the road. However a 3 metre clear area must be maintained following reorganisation or redevelopment of the site.

### 3. Density and Spacing of Caravans

- 3.1 Caravans may be stationed only on the part of the site set aside for caravans and as indicated on the plan submitted with the site licence application or any amendment thereof duly approved by the licensing authority.
- 3.2 Subject to the following variations, every caravan must be not less than 6 metres from any other caravan which is occupied separately and not less than 2 metres from a road. The point of measurement for porches, awnings etc will be the exterior cladding of the caravan.
  - 3.2.1 Porches may protrude 1 metre into the 6 metres and must be of the open type.
  - 3.2.2 Where awnings are used, the distance between any part of the awning and an adjoining caravan shall not be less than 3 metres. They shall not be of the type which incorporates sleeping accommodation and they shall not face each other or touch.
  - 3.2.3 Eaves, drainpipes and bay windows may extend into the 6 metres space provided the total distance between the extremities of two adjacent units is not less than 5.25 metres.
  - 3.2.4 Where there are ramps for the disabled, verandas and stairs extending from the unit, there must be 4.5 metres clear space between them. Two such items must 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, must not intrude into the 6 metre space.
  - 3.2.5 A garage shed or covered storage space is permitted between units providing that 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 must not face towards the units on either side. Car ports and covered walkways are prohibited within the 6 metre space.
  - 3.2.6 The gross density must not exceed 50 caravans per hectare of usable area (ie. excluding lakes, roads, communal services and other areas unsuitable for the siting of caravans). The density must be consistent with safety standards and health and safety requirements.

### 4. Roads, Gateways and Footpaths

Roads and footpaths shall be designed to provide adequate access for fire appliances. (Detailed guidance on turning circles etc is available from Fire Authorities). Roads of suitable material shall be provided so that no caravan standing is more than 50 metres from a road. Where the approach to the caravan is across ground that may become difficult or dangerous to negotiate in wet weather, each standing shall be connected to a carriageway by a footpath with a hard surface. Roads shall not be less than 3.7 metres wide, or, if they form part of a clearly marked one way traffic system, 3 metres wide. Gateways shall be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths shall not be less than 0.75 metres wide. Roads shall have no overhead cables less than 4.5 metres above the ground. Roads and footpaths shall be suitably lit. Emergency vehicle routes within the site shall be kept clear of obstruction at all times. Roads and footpaths shall be constructed and adequately maintained to the satisfaction of the licensing authority.

5. Hard Standings

Every caravan shall stand on a concrete hard standing which shall extend over the whole area occupied by the caravan placed upon it, and shall project a sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely. An area of ground 1.2 metres x 0.9 metres outside each caravan entrance may be paved with concrete slabs laid to the satisfaction of the Council.

6. Fire Fighting Appliances

6.1 Fire Points

These shall be established so that no caravan or site building is more than 30 metres from a fire point. They shall be housed in a weatherproof structure, easily accessible and clearly and conspicuously marked "FIRE POINT".

6.2 Fire Fighting Equipment

6.2.1 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 shall be situated at each fire point.

There shall 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 shall be housed in a box painted red and marked "HOSE REEL".

6.2.2 Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants shall be installed within 100 metres of every caravan standing. Hydrants shall conform to British Standard 750. Access to hydrants and other water supplies shall not be obstructed or obscured.

6.2.3 Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with either water extinguishers (2 x 9 litre) (13A) conforming to BS 5423 :1987.

6.2.4 The following alternatives to the requirements of paras 6.2.1, 6.2.2 and 6.2.3 above are acceptable subject to the agreement of the Fire Officer:-

(a) One x 2.0 Kilogramme Dry Powder fire extinguisher to BS.5423 (1980) OR one x 9 litre water water extinguisher shall be provided for every three caravans. These appliances shall be externally sited in enclosed housings with "break glass" fronts and in such positions on site as are approved by the Fire Authority.

OR (b) One x 2.0 kilogramme Dry Powder to BS 5423 (1980) OR One x 9 litre water fire extinguisher shall be provided by the licence holder within each caravan on the site.

6.2.5 Any additional or alternative fire fighting equipment shall be provided in addition to those required in paragraphs 6.2.1, 6.2.2, 6.2.3 or 6.2.4 if so required by the Fire Authority.

### 6.3 Fire Warning

A means of raising the alarm in the event of a fire shall be provided at each fire point. This can be by means of a manually operated sounder, eg metal triangle with a striker, gong or hand operated siren. The advice of the Fire Authority shall be sought on an appropriate system.

### 6.4 Maintenance

6.4.1 All alarms and fire fighting equipment shall be installed, tested annually and maintained in working order by a competent person in accordance with BS 5306 : Pt3 : 1985 and be available for inspection by, or on behalf of, the licensing authority. A log book shall be kept to record all tests and any remedial action.

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

### 6.5 Fire Notices

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

" On discovering a fire:-

- i) Ensure the caravan or site building involved is evacuated.
- ii) Raise the alarm.
- iii) Call the Fire Brigade (the nearest telephone is sited .....).
- iv) If safe to do so, attack the fire using the fire fighting equipment provided."

### 6.6 Fire Hazards

Long grass and vegetation shall be cut at frequent and regular intervals where necessary to prevent it becoming a fire hazard to caravans, buildings or other installations on the site. Any such cuttings shall be removed from the vicinity of caravans. The space beneath and between caravans shall not be used for the storage of combustible material.

### 6.7 Telephones

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

## 7. Storage of Liquefied Petroleum Gas (LPG)

7.1 LPG storage supplied from tanks shall comply with Guidance Booklet HSG 34 "The Storage of LPG at Fixed Installations", or, where LPG is supplied from cylinders, with Guidance Note CS4 "The Keeping of LPG in Cylinders and Similar Containers", as appropriate.

- 7.2 Where there are metered supplies from a common LPG storage tank, further guidance should be sought from Guidance Note CS11 "The Storage and Use of LPG at Metered Estates". In this case and where a British Gas mains supply is available, then the Gas Safety (Installation and Use) Regulations 1984 and the Pipelines Act 1962 shall be followed where applicable.
- 7.3 Exposed gas bottles or cylinders shall not be within the separation boundary of an adjoining unit.
- 7.4 LPG installations shall conform to British Standards 5482, "Code of Practice for Domestic Butane and Propane Gas Burning Installations, Part 2: 1977 Installations in Caravans and Non-Permanent Dwellings".
- 7.5 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.
- 7.6 In cases where the site owner supplies gas to caravans on the site, authorisation from OFGAS under the Gas Act 1986 will be required if applicable.
- 7.7 LPG cylinders must be connected to caravans in a manner satisfactory to the licensing authority.

## 8. Electrical Installations

- 8.1 Sites shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated on them.
- 8.2 Any electrical installations, which are not Electricity Board works and circuits subject to regulations made by the Secretary of State under Section 16 of the Energy Act 1983 and Section 64 of the Electricity Act 1947, shall be installed, tested and maintained in accordance with the provisions of the Institution of Electrical Engineers (IEE) Regulations for Electrical Installations for the time being in force, and where appropriate, to the standard which would be acceptable for the purposes of the Electricity Supply Regulations 1988, Statutory Instrument 1988 No. 1057.
- 8.3 Work on electrical installations and appliances shall be carried out only by competent persons such as the manufacturer's appointed agent, the electricity supplier, a professionally qualified electrical engineer, a member of the Electrical Contractors' Association, a contractor approved by the National Inspection Council for Electrical Installation Contracting, or a qualified person acting on behalf of one of the above. The installations shall be inspected periodically: under IEE Wiring Regulations, every year or such longer period (not exceeding 3 years) as is considered appropriate in each case. When an installation is inspected, it shall be judged against the current regulations.

The inspector shall, within 1 month of such an inspection, issue an Inspection Certificate in the form prescribed in IEE Wiring Regulations which shall be retained by the site operator and displayed, supplemented or replaced by subsequent Certificates, with the Site Licence. The cost of the inspection and report shall be met by the site operator or licence holder.

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

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

#### 9. Water Supply

All sites shall be provided with a water supply in accordance with water Byelaws and statutory quality standards applicable to the area.

#### 10. Drainage, Sanitation and Washing Facilities

10.1 Satisfactory provision shall be made for foul drainage, either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the Local Authority.

10.2 Each caravan shall have its own water supply and water closet. Each caravan standing shall be provided with a connection to the foul drainage system; the connection shall be capable of being made airtight when not in use.

10.3 Every site and every hard standing shall 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.

#### 11. Refuse Disposal

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

#### 12. Parking

One car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Suitably surfaced parking spaces shall be provided where necessary to meet the additional requirements of the occupants and their visitors. No additional combustible or flammable material may be positioned between adjoining caravans (eg. boats, jet skis, trailers etc.)

#### 13. Recreation Space

Where children live on the site, space equivalent to above one-tenth of the total area shall 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.

14. Notices

- 14.1 A suitable sign shall be prominently displayed at the site entrance indicating the name of the site.
- 14.2 A copy of the Site Licence with its Conditions shall be displayed prominently on the site.
- 14.3 Notices and a plan shall be displayed on the site setting out the action to be taken in the event of an emergency. They shall show where the Police, Fire Brigade, Ambulance, and local Doctors can be contacted, and the location of the nearest public telephone. The notices shall also give the name and location/telephone number of the Site Licence Holder or his/her accredited representative. At sites subject to flood risk, warning notices shall be displayed giving advice about the operation of the flood warning system.
- 14.4 All notices shall 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.