



CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

APPLICATION FOR :
NEW LICENCE TRANSFER OF EXISTING LICENCE
(Please tick as appropriate)

PLEASE COMPLETE IN BLOCK CAPITALS AND USE BLACK INK

I/We hereby apply for a new licence or transfer of existing licence to use the land described below and shown on the attached plan as a site for caravans/camping to be used and laid out as specified below

PARTICULARS

1	Applicants Full Name		
2	Date of Birth		
3	Address		
		Post code	
		Phone number	
4	Email address		
5	Are you applying as:	Business <input type="checkbox"/>	Individual <input type="checkbox"/>
6	If you are applying as a business, please give details of the Company including name, full address and Company number.		
7	What is your position within the company?		
8	Name and full address of the site including post code, please include the exact location.		
9	Area of site (in hectares)		
10	Area of the site used for		

	caravans/camping (in hectares)				
11	Type of interest in property Please tick	Tenant <input type="checkbox"/>	Freehold <input type="checkbox"/>	Leaseholder <input type="checkbox"/>	Other <input type="checkbox"/>
12	What management is in place for the site?				
13	Which type of Caravan site is the Licence required for?	Permanent residential	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
		Seasonal, between the following dates each year:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	From: To:
		Touring caravans only, between the following dates each year	Yes <input type="checkbox"/>	No <input type="checkbox"/>	From: To:
		Camping	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
14	State the maximum number of caravans/tents proposed to be stationed on the site at any one time for the purpose of human habitation.				

Please supply a plan not less than 1/500

You will need to include a lay out plan of the site with this application. The plan must show the boundaries of the site and the positions of caravan standings. It should also show (where appropriate);

- Roads and footpaths
- Toilet blocks, stores and other buildings
- Foul and surface water drainage
- Water supply
- Recreation spaces
- Fire points
- Parking spaces

The plan should distinguish between facilities already provided and facilities proposed.



Charnwood

15	Please give details of the arrangements for:	
a)	Refuse disposal:	
b)	Sewage and waste water disposal:	
c)	Main water supply:	
d)	Communal toilet/shower facilities	
e)	Street lighting	
f)	Fire precautions/equipment	
16	Has planning permission for the site been obtained from the Local Authority?	Yes <input type="checkbox"/> No <input type="checkbox"/>
a)	If YES , give date of permission	
b)	Issuing authority	
c)	Date (if any) on which permission will expire	
d)	If NO , has permission been applied for?	Yes <input type="checkbox"/> No <input type="checkbox"/>

A caravan site already being in use on or before 9th March 1960 does not give any exemption from the 1960 Act that planning permission must be obtained before a licence can be issued.

17	Is it claimed that the site has "existing use rights" and does not require permission? If so, state the facts on which the claim is based	
18	Was the site in use as a caravan site on:	
a)	9th March 1960	Yes <input type="checkbox"/> No <input type="checkbox"/>
b)	29 th August 1960	Yes <input type="checkbox"/> No <input type="checkbox"/>
c)	Any other time since 9 th March 1958 If YES please state when	Yes <input type="checkbox"/> No <input type="checkbox"/> Date:
18	Has anyone connected to the company been refused a licence	Yes <input type="checkbox"/> No <input type="checkbox"/>
	If YES please give details:	
19	Have you applied for, or do you hold licenses with another Local Authority?	Yes <input type="checkbox"/> No <input type="checkbox"/>
	If YES please give details:	
20	Have you or anyone connected with this application been convicted of any offences connected to the running/ownership of any caravan/camping sites?	Yes <input type="checkbox"/> No <input type="checkbox"/>
	If YES please give details:	
21	Have you ever held a site licence which has been revoked at any time in the last 3 years?	Yes <input type="checkbox"/> No <input type="checkbox"/>
	If YES please give details:	

22	If you have any additional information please state it here:
DECLARATION: I am applying for a licence under the Caravan Sites and Control of Development Act 1960 and I do hereby certify that to the best of my knowledge and belief, the above particulars are true and correct.	
Name of Applicant:	Capacity:
Signed:	Date:

For information about how & why we may process your personal data, your data protection rights or how to contact our data protection officer, please view our Privacy Notice www.charnwood.gov.uk/pages/privacynotice

Please send completed forms to:

**Private Sector Housing
 Charnwood Borough Council
 Southfields Road
 Loughborough
 LE11 2TX**