

EAST LINDSEY DISTRICT COUNCIL

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT, 1960

**CONDITIONS APPLICABLE TO SITE LICENCES ISSUED FOR TOURING
CARAVAN PARKS**

1.0. The term "touring caravan" shall be taken to mean a single or twin axle trailer, motorised caravan or trailer tent capable of being towed or driven on a public highway without modification. All touring caravans stationed on the park shall be effectively maintained and capable of being towed or driven on the public highway without modification at all times.

1.1. The Touring Caravan Park licence conditions were revised in

All new touring caravan parks must comply with the conditions before occupation. Existing parks must comply with the conditions within 3 years unless stated below (except Conditions 2.2, 3.1, 3.2, 8.1, 12.1 to 12.5.1, 14.1 and 17.1 to 17.1.6 inclusive which must be complied with forthwith).

1.2. Where a major scheme of redevelopment has been submitted to the East Lindsey District Council in writing and agreed, subject to at least 50% of the work being carried out within 3 years, the time limit may be extended to 6 years.

2.0. **PERIOD OF USE**

2.1. Touring caravans shall only be stationed on the park between the and the inclusive in any one year hereinafter referred to as "the holiday season".

2.2. Unless the planning approval for the park states otherwise, no touring caravan shall be stationed on the park for more than 28 consecutive days. Where the planning approval permits touring caravans to remain on the park for more than 28 days between the 1st March and 30th November in the same year, no more than 50% of the available standings shall be used in excess of this period. Such standings are referred to in these conditions as seasonal touring pitches. Unless planning approval has been granted for storage, all touring caravans shall be removed from the park outside "the holiday season".

2.3. The Licensee shall maintain a record showing the registration number of the towing vehicle and the date of arrival and these records shall be made available for inspection by the East Lindsey District Council's agents at all reasonable times.

3.0. **SPACE BETWEEN TOURING CARAVANS**

3.1. A space of at least 6 metres wide shall be maintained between each touring caravan; such space may be used for the parking of motor vehicles. This distance must be maintained when awnings are used.

- 3.2. "Caravans shall be stationed only within the areas designated and as shown on the site plan approved by East Lindsey District Council, provided that at no time, shall any caravan be stationed within three metres of any boundary of the site or any dyke or fence".

4.0. **RECREATIONAL SPACE**

- 4.1. An area equivalent to not less than one tenth of the gross area of the park shall be allocated for childrens games and for other open air recreational or amenity purposes and free access granted thereto.
- 4.2. This area shall at all times be reserved for such use only and touring caravans or towing vehicles shall not be stationed thereon at any time.
- 4.3. This area is to be in accordance with the approved plan.
- 4.4. The recreational space is not required where:

Sufficient space is available around each touring caravan in excess of the minimum standard; or

Where suitable alternative publicly provided recreational facilities are freely available within 200 metres of a park entrance, without crossing a public road.

5.0. **TREE PLANTING**

- 5.1. Trees and shrubs must be planted in accordance with the approved plan and particulars approved by the East Lindsey District Council, such trees and shrubs are to be maintained in a proper manner. The Licensee shall carry out from time to time such replanting as may be necessary. The Licensee shall also fence such planted areas, until the trees and shrubs have become strong and well established.

6.0. **ROADS, FOOTPATHS AND PARKING**

- 6.1. Roads 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 must be provided so that no touring caravan standing is more than 50 metres from a road. Where the approach to a seasonal touring pitch is across ground that may become difficult or dangerous to negotiate in wet weather, each standing must be connected to a carriageway by a footpath with a hard surface. Roads shall be not less than 3.65 metres wide, or, if they form part of a clearly marked one-way traffic system, 3 metres wide. or on sites licensed before the date when these conditions are adopted, 2.75 metres wide with passing places in accordance with the site plan approved by the East Lindsey District Council. Gateways must be a minimum 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths must not be less than 0.75 metres wide on new and relaid parks. Footpaths of 0.6 metres are permitted on existing parks until redeveloped. Roads must be

suitably lit taking into account the needs and characteristics of a particular park. Emergency vehicle routes within the park must be kept clear of obstruction at all times.

7.0. **PREVENTION OF UNAUTHORISED USES, PARKING AND STRUCTURES**

- 7.1. The Licensee shall take all reasonable steps to ensure that the park is used only as a touring caravan park in accordance with the approved site plan and that no vehicle, stall or structure other than touring caravans and buildings and structures erected in accordance with the site plan approved by the East Lindsey District Council, are placed or erected on any part of the park, and that no goods and chattels other than bottled gas cylinders, waste buckets, refuse containers and litter bins are placed or stored around or underneath any touring caravan. This condition shall not preclude the parking of a car adjacent to a touring caravan in accordance with condition 3.1. above.
- 7.2. No part of the park shall be used for the keeping of poultry or pigs or the grazing of animals during the summer season.

8.0. **WATER SUPPLY**

- 8.1. No water shall be used on the park other than that supplied from the public mains or from a private source approved by the East Lindsey District Council. All piped water supplies on touring caravan parks other than those from private sources must be provided in accordance with the requirements of the Anglian Water Authority.
- 8.2. Water standpipes shall be provided so that no caravan is more than 45 metres from a standpipe.
- 8.3. Each standpipe shall be placed in a concrete area of at least one metre square with a raised kerb surround enclosing the area, and with a properly constructed fall to a trapped gully which shall be connected to a drain provided in accordance with Clause 9.1 thereof.
- 8.4. Separate standpipes shall be provided for drinking water and waste water container cleaning purposes. Each tap shall be marked accordingly by a suitable notice.

9.0. **DRAINAGE**

- 9.1. All sanitary blocks and outlets from standpipe areas and waste water disposal points shall be connected to a foul drain and all foul drains shall discharge either into a public sewer or a properly constructed septic tank or small scale sewage treatment works as approved by the East Lindsey District Council.
- 9.2. The Licensee shall ensure that all cesspools, septic tanks and other containers are emptied regularly, the disposal arrangements therefrom to be approved by the East Lindsey District Council.

- 9.3. The Licensee shall ensure that no outflow pipes with the exception of land drainage pipes, are discharged into or within 5 metres of any ditch or watercourse.
- 9.4. If required by the East Lindsey District Council the Licensee shall provide a surface water drainage system in accordance with the site plan approved by the East Lindsey District Council in the case of new parks and, by agreement with the Licensee in the case of existing parks.

10.0. **SANITATION AND WASHING FACILITIES**

- 10.1. Properly designed unisex disposal points for the contents of chemical closets shall be provided so that no standing is more than 100 metres away. Each point shall have an adequate supply of water for flushing away the contents and for cleaning the container. This point must not be used for drinking and shall be marked accordingly by a suitable notice.
- 10.2. The Licensee shall take all reasonable steps to ensure that waste water from every caravan shall be collected in a bucket or similar container and regularly emptied into the gullies provided and not deposited in any open land drain or discharged onto the ground. Notices to this effect must be prominently displayed on the site unless temporary plumbed facilities are used.
- 10.3. Sanitary blocks shall be built in accordance with a plan approved by the East Lindsey District Council to provide the following minimum facilities:

Size of Site in No. of Pitches	Women			Men			
	WCs	Basins	Showers	Urinals	WCs	Basins	Showers
0 - 30	2	2	1	2 Stall	2	2	1
31 - 60	4	4	2	3 Stall	3	4	2
61 - 90	7	6	3	4 Stall	4	6	3
91 - 120	8	8	4	5 Stall	5	8	4
121 - 150	10	10	4	5 Stall	5	10	4
And a proportionate increase thereafter							

Wash hand basins shall be provided with hot and cold water.

- 10.4. Two deep sinks (with hot and cold water) one for laundry purposes and one for dishwashing shall be provided per 35 caravans. This condition may be varied if launderette facilities are provided and approved by the East Lindsey District Council or a publicly available coin operated launderette is readily available within 200 metres of a park entrance.
- 10.5. Sanitary blocks must be sited conveniently so that all park occupants may have reasonable access to one by means of a road or footpath.

- 10.6. Adequate and hygienic containers shall be provided in the female sanitary blocks for used sanitary towels, which shall be disposed of in a manner to be approved by the East Lindsey District Council.
- 10.7. The aforementioned sanitary facilities may be provided in one or more such sanitary blocks, provided that:

No caravan is more than 100 metres from the nearest W.C.'s for men and women; and

Facilities for men are separate from facilities for women.
- 10.8. Where wash hand basins provided in accordance with Clause 10.3 are not situated in the same room/part of the building as W.C.'s provided in accordance with that condition, a wash hand basin with hot and cold water supplies shall be provided in each set of men's and women's closets.
- 10.9. No charge shall be made for the use of any of the sanitary facilities provided, but the Licensee shall not here y be prohibited from making a fair and reasonable charge for the use of hot water.
- 10.10. Sanitary blocks shall be adequately lighted by electricity during the summer season and throughout the hours of darkness.
- 10.11. Entrances to all sanitary blocks shall be properly screened from view and conspicuously marked to indicate the sex for which they are provided.
- 10.12. Toilet paper shall at all times be provided in each cubicle or in some other convenient position within each block of cubicles.
- 11.0. **REFUSE DISPOSAL**
- 11.1. Suitable and sufficient refuse containers, provided with close fitting lids, having a capacity of at least 0.09 cu.m shall be provided in the proportion of one unit per two caravans on the park, and an adequate number of such refuse containers shall be provided for trade refuse for use at all shops, clubs, recreation rooms, restaurants or other buildings on the park. Alternative schemes may be appropriate for certain parks, which would be subject to the approval of the East Lindsey District Council.
- 11.2. The Licensee shall take all reasonable steps to ensure that refuse bins or sacks shall at all times be kept securely covered.
- 11.3. The Licensee shall provide in or near all buildings on the site and on all recreation spaces and other open spaces an adequate number of litter receptacles and shall ensure that such receptacles are regularly emptied.
- 11.4. Storage areas for refuse must be kept in a clean and hygienic condition so as not to create nuisance by flies, odours etc.

12.0. **FIRE FIGHTING FACILITIES**

12.1. **Fire Points**

- 12.1.1. These must be established so that no touring caravan or park building is more than 30 metres from a fire point. They shall be housed in a weatherproof structure, easily accessible and conspicuously marked "Fire Point".
- 12.1.2. 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 standpipe must be situated at each fire point. There must also be a reel that complies with BS5306, 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 must be housed in a weatherproof structure painted red and marked "hose reel".
- 12.1.3. Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants must be installed within a hundred metres of every touring caravan standing. Hydrants must conform to BS750. Access to hydrants and other water supplies must not be obstructed or obscured.
- 12.1.4. 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) or a water tank of at least 500 litres capacity fitted with a hinged cover, two buckets and one hand pump or bucket pump.

12.2. **Fire Warning**

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

12.3. **Maintenance**

- 12.3.1. All alarm and fire fighting equipment must be installed, tested and maintained in working order by a competent person and be available for inspection by, or on behalf of, the East Lindsey District Council. A log must be kept to record all tests and any remedial action. A competent person is a person who has attended a recognised course of training.
- 12.3.2. All equipment susceptible to damage by frost must be suitably protected.

12.4. **Fire Notices**

- 12.4.1. A clearly written and conspicuous notice must 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 must include the following:

"On discovering a fire –

Ensure the touring caravan or park building involved is evacuated.

Raise the alarm,

Call the Fire Brigade (the nearest telephone is sited
.....)

Attack the fire using the equipment provided, if safe to do so.

It is in the interest of all occupiers of this park to be familiar with the above routine and the method of operating the fire alarm and fire fighting equipment."

12.5. **Fire Hazards**

- 12.5.1. Long grass and vegetation must be cut at frequent and regular intervals when necessary to prevent it becoming a fire hazard to touring caravans, buildings or other installations on the park. Any such cutting must be removed from the vicinity of the touring caravans. The space beneath and between touring caravans must not be used for the storage of combustible materials.

12.6. **Telephones**

- 12.6.1. An immediately accessible telephone must be available on the park for calling the emergency services, or within 100 metres of the park entrance on parks for no more than 10 touring caravans. A notice by the telephone must include the address of the park.

13.0. **FENCING OF DYKES**

- 13.1. The Licensee shall provide, erect and maintain to the satisfaction of the East Lindsey District Council, where required in the interests of safety, a fence or fences at least one metre high between the park and any dyke, drain or watercourse running through or adjacent to the park.

14.0. **MAINTENANCE**

- 14.1. The Licensee shall during the holiday season maintain the whole park including any buildings thereon in a clean and tidy condition and in particular shall, during the holiday season keep the grass regularly and properly cut. He/she shall also at all times keep all buildings, roads, car parks, sanitary blocks, water pipes, drains, refuse containers, litter

bins, fire points and equipment and all structures or things used on or in connection with the park (whether specifically referred to in these conditions or not) in proper repair and working order.

14.2. Any buildings, structures, roads or other works to be erected or constructed in pursuance of the grant of this site licence shall only be erected or constructed in accordance with the plans and specifications submitted to and approved by the East Lindsey District Council. Such plans and specifications are referred to in the conditions as approved plans.

15.0. **ELECTRICAL INSTALLATIONS**

15.1. Parks shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the touring caravans situated on them, subject to the availability of supply by the relevant electricity company.

15.2. Such electrical installations, other than Electricity Board works and the 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, must be installed, tested and maintained in accordance with the provisions of the Institution of Electrical Engineers (I.E.E.) 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 (Overhead Lines) Regulations 1988, Statutory Instrument 1988, No. 1057.

15.3. Work on all 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 must be inspected periodically under I.E.E. 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 must be judged against the current regulations. The inspector must within one month of such an inspection issue an Inspection Certificate in the form prescribed in the I.E.E. Wiring Regulations which must be retained by the Licensee and displayed, supplemented or replaced by supplement certificates with the site licence. The cost of the inspection report must be met by the Park Operator or licence holder.

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

15.5. If there are overhead electric lines on the park, suitable warning notices must be displayed at the entrance of the park and on supports for the lines. Where appropriate, particular attention must be drawn to the danger of masts of yachts, dinghies and fishing rods contacting the line.

16.0. **NOTICES**

16.1. A suitable sign shall be prominently displayed at the park entrance indicating the name of the park.

16.2. A copy of the site licence with its conditions must be displayed prominently on the park.

16.3. Notices and a plan must be displayed on the park setting out the action to be taken in the event of an emergency. They must show where the Police, Fire Brigade, Ambulance and local Doctors can be contacted, and the location of the nearest public telephone. The notices must also give the name and location/telephone number of the park licence holder and his/her accredited representative. At parks subject to flood risks, warning notices must be displayed giving advice about the operation of the flood warning system.

17.0. **ADDITIONAL CONDITIONS IN RELATION TO WINTER USE**

17.1. Where a relevant planning approval allows the occupation of touring caravans between the 30th November in one year and the 1st March in the next, the following additional conditions shall apply:

17.1.1. A hard standing shall be provided for each touring pitch to be used during this period to accommodate the caravan and towing vehicle.

17.1.2. Each hard standing shall be accessed via a hard paved footpath not less than 750 mm in width.

17.1.3. Each area for the storage of refuse, standpipes, waste water and chemical closet disposal points shall be accessed via a hard paved footpath not less than 750 mm in width.

17.1.4. Site roads and sanitary blocks shall be adequately lighted from dusk to dawn.

17.1.5. Sanitary blocks shall be adequately heated to a minimum internal temperature of 70°F (21°C).

17.1.6. All pipe work and fittings for the supply of water, whether for drinking purposes or otherwise shall be suitably protected from freezing (for example by the use of a hot wire type system).