

CONDITIONS OF SITE LICENCE

Index of conditions

1. Period of use
2. Density
3. Siting
4. Buildings
5. Drainage
6. Laundry
7. Fire safety
8. Liquefied petroleum gas (LPG)
9. Electrical Installation
10. Drinking water supply and waste water disposal, including disposal point for chemical closets
11. Toilets, WC's, and chemical closets
12. Refuse disposal
13. Maintenance
14. Notices
15. Storage
16. Unauthorised structures
17. Ponds, lakes, drains and watercourses
18. Winter usage

1. Period of use

The site shall not be occupied other than as specified in the schedule to the licence in accordance with the planning permission for the site.

2. Density

The site density shall not exceed seventy five units (caravans, motor caravans, or tents) per hectare (thirty units per acre) calculated on the basis of usable area.

3. Siting

3.1 No caravan, motor caravan, or tent shall be brought onto the site for the purposes of human habitation until such time as adequate sanitary facilities are made available on the part of the site to which it has been allocated.

3.2 A space between 6 metres wide shall be maintained between each caravan; such space may be used for the parking of motor vehicles. This distance must be maintained when awnings are used. However, in order to restrict the spread of fire, there shall always be three metres clear space between any vehicle or other ancillary equipment so placed, and a unit in separate occupation.

3.3 A tent shall be so placed as to be at a distance of at least three metres from any other tent and so that at least one metre separates the guy ropes of one tent from those of any other tent; provided that any two tents may be pitched together to form one tent, in which case the distance shall apply to the tent so formed as if it were one tent.

3.4 A vehicle or other ancillary equipment may be permitted within the six metres space between caravans and motor caravans in separate occupation;

3.5 No vehicles or other ancillary equipment shall be permitted within the three metre space between tents.

3.6 Clear access for emergency vehicles shall be maintained at all times.

3.7 No caravan, motor caravan, or tent shall be sited within three metres of any boundary.

3.8 No caravan, motor caravan, or tent shall be sited within three metres of any communal water point, sanitary convenience or refuse disposal point.

4. Buildings

Any building containing a toilet, wash hand basin, bath, shower, or sink facilities shall have impervious and readily cleanable walls, floors, ceiling, and internal fittings.

5. Drainage

Satisfactory provision shall be made by connection to a sewer, where available, or by discharge to a properly constructed septic tank, cesspool, or biological treatment plant in a position to be approved by the Council. In the case of a biological treatment plant the approval of the local water authority must be obtained.

6. Laundry

On sites with more than twenty five pitches laundry facilities shall be provided in a separate room on a scale of one deep sink with running hot and cold water per fifty pitches. This condition may be varied if launderette facilities are provided and approved by the East Lindsey District Council or publicly available coin operated launderette is readily available within 200 metres of a park entrance.

7. Fire precautions

7.1 No unit shall be further than thirty metres from a fire point. At each fire point there shall be two water (gas expelled) extinguishers, each of ten litres capacity and complying with British Standard 5423:1980, together with a means of raising the alarm in the event of fire (e.g. a manually operated sounder, gong, or hand operated siren). All fire

fighting equipment susceptible to damage by frost shall be suitably protected.

7.2 Whenever there is a likelihood of fire spreading owing to vegetation catching fire suitable beaters of the types used by the Forestry Commission shall also be provided at each fire point.

7.3 The fire points shall be clearly marked and easily accessible. All alarm and fire fighting equipment shall be installed, tested and maintained in working order by persons who are qualified in the particular type of work being undertaken and be available for inspection by, or on behalf of, the licensing authority or the Fire and Rescue Service. A record of this testing and remedial action taken shall be kept.

7.4 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 shall include the following:

On discovering a fire:

- 1. Raise the alarm.**
- 2. Ensure the affected unit is evacuated.**
- 3. Call the Fire Brigade (the nearest telephone is sited.....)**
- 4. If practicable, attack the fire, using the fire fighting equipment provided.**

7.5 No barbecue equipment or similar facilities shall be positioned within three metres of any caravan, motor caravan, tent or awning, hedge or boundary. Barbecue equipment must not under any circumstances be used inside caravans, motor caravans, tents or awnings.

7.6 All bottled gas and LPG cylinders must be changed in the open air. Care must be taken to ensure that there are no sources of ignition nearby.

7.7 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.

8. Liquefied petroleum gas (LPG)

Arrangements for the storage of liquefied petroleum gas (LPG) on site shall be in accordance with the current national code of practice and regulations.

9. Electrical installation

9.1 On the site there shall be installed an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it.

9.2 The electrical network installations shall be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current relevant statutory requirements.

9.3 Any work on electrical installations and appliances shall be carried out only by persons who are competent to do the particular type of work being undertaken, in accordance with current relevant statutory requirements.

9.4 Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements.

9.5 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.

10. Drinking water supply and waste water disposal, including disposal point for chemical closets

10.1 There shall be an adequate supply of drinking water. Each pitch on a site shall be no further than fifty five metres from a water tap. At each tap, there shall be a suitable hard-standing, draining to a soak away or gully.

10.2 Waste water disposal points shall be provided, so that each pitch is no farther than fifty five metres from a waste disposal point. The appropriate Water Authority shall be consulted about the arrangement for disposal of water likely to be contaminated.

10.3 A properly designed screened disposal point for the contents of chemical closets shall be provided together with an adjacent and adequate supply of water for cleansing 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.

11. Toilets, W.Cs, and chemical closets

For caravans without their own water supply and water closets, communal toilet blocks shall be provided, with adequate supplies of water, on at least the following scales.

11.1 Sanitary blocks shall be built in accordance with a plan approved by 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
Less than 10	1	1	1	0	1	1	1
11-30	2	2	1	1 stall	1	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							

11.2 Sanitary blocks must be sited conveniently so that all park occupants may have reasonable access to one by means of a road or footpath.

11.3 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 East Lindsey District Council.

11.4 The aforementioned sanitary facilities may be provided in one or more such sanitary blocks, provided that facilities for men are separate for facilities for women

11.5 Basins must be supplied with hot and cold water supplies for the purposes of hand washing with adequate soap and hand drying facilities.

11.6 No charge shall be made for the use of any of the sanitary facilities provided, but the Licensee shall not hereby be prohibited from making a fair and reasonable charge for the use of hot water.

11.7 Sanitary blocks shall be adequately lit by electricity throughout the hours of darkness, sensor reacted lights are suitable.

11.8 Entrances to all sanitary blocks shall be properly screened from view and conspicuously marked to indicate the sex for which they are provided.

11.9 Toilet paper shall at all times be provided in each cubicle or in some other convenient position within each block of cubicles.

11.10 Consideration shall be given to the needs of disabled persons in the provision made for water points, toilets, washing points, and showers.

12. Refuse disposal

Suitable provision shall be made for the hygienic storage, collection, and disposal of refuse from caravans. Where communal refuse bins are provided, these shall be of non-combustible construction with close fitting lids. The Licensee must ensure a regular collection on site and ensure bins do not overflow.

13. Maintenance

The grass within the site and all natural boundaries shall be kept trimmed and the whole area maintained in a tidy and orderly state, free from accumulations or refuse and litter. The licensee shall ensure that the site is managed with reasonable regard for the comfort and amenities of the persons resident in the neighbourhood.

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 shall be prominently displayed on the site, either outside in a notice board or in site reception/office. The site licence conditions shall be made available upon request.

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.

Notices displaying details of the local police station, local doctors, hospital and fire brigade shall be displayed in a notice board on site .

The notice shall also give the name and location/telephone number of the site licence holder or his/her accredited representative.

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.

14.5 The site owner shall establish whether the site is at risk from flooding by referring to the Environment Agency's Flood Map.

Where there is risk from flooding the site owner shall consult the Environment Agency for advice on the likelihood of flooding, the depths and velocities that might be expected, the availability of a warning service and on what appropriate measures to take.

The site will be signed up to Flood Warnings Direct with the Environment Agency or subsequent update services thereof.

15. Storage of caravans

Where caravans are held on site for sale or storage in the course of business, they shall not occupy areas of the site set aside for car parking or recreational purposes. Relevant planning permissions must be sought from the local authority in relation to the storage of caravans.

16. Unauthorised structures

No structures, other than those which comply with these conditions, shall be placed on site without the prior approval of the licensing authority and relevant planning permissions approved.

17. Ponds, Lakes, drains and watercourses

The Licensee shall ensure safety measures are in place where required in the interests of safety around any dyke, drain or watercourse running through or adjacent to the park. This may be through relevant signage and buoyancy aids. A fence or fences at least one metre high between the park and any dyke or drain running through or adjacent to the park.

18. Winter usage

Where a relevant planning approval allows the occupation of caravans between the 30th November in one year and the 5th January in the next year (inclusive) the following additional conditions shall apply;

18.1 A hard surfaced footpath, connected to a carriageway, must be provided to all caravans not less than 750mm in width.

18.2 Sanitary blocks shall be adequately heated to a minimum internal temperature of 70°F (21°C) and shall be adequately lit from dusk to dawn.

18.3 Site roads should be hard surfaced and provided with adequate artificial lighting from dusk to dawn.

18.4 Hard surface car parking must be available within 45 metres of all caravans.

18.5 A complete slab/concrete surround must be provided for each touring pitch to be used during this period to accommodate the caravan and towing vehicle.

18.6 A regular refuse collection and disposal service must be maintained. Bins should not be overflowing on site.

18.7 A register of all the persons on the site after 6pm must be maintained by the site operator and must be open for inspection by the local authority officer.

18.8 All caravan occupiers must provide a Council Tax reference number as proof of residential status at a permanent address other than the caravan site.

18.9 A sufficiently effective ground water drainage system must be provided to prevent any flooding problems occurring. Any new system must be approved by the local authority.

18.10 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).