



**CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960  
Section 3**

**SITE LICENCE**

**To: Joseph Wilfred Page and Sean Jonathan Page,**

**9 Darrens Farm, Fen Road, Chesterton, Cambridge CB4 1UN**

**WHEREAS** on the 05 August 2015, you made application for an amendment of the existing site licence in respect of land situated at:

**Melissa Mobile Home Park, Sandbank, Wisbech St Mary**

(hereinafter called "the said land")

**AND WHEREAS** you are entitled to the benefit of permission (ref 92/0708/F) & (F/YR14/0211/F) for the use of the said land as a caravan site granted under Part III of the Town and Country Planning Act 1971 & The Town and Country Planning Act 1990, otherwise than by a Development Order.

**NOW THEREFORE** the Council

**HEREBY** reissue the 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:

**See attached Site Licence Conditions**

**DATED** this 03 September 2015

Signed .....

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

**Housing & Communities Manager**

IT IS IMPORTANT THAT YOU READ THE NOTES PRINTED ON THE BACK OF THIS FORM

## NOTES

It is provided by the Caravan Sites and Control of Development Act 1960, as follows:-

### Appeal to magistrates' court against conditions attached to site licence.

- 7 (1) Any person aggrieved by any condition (other than the condition referred to in subsection (3) of section five of this Act) subject to which a site licence has been issued to him in respect of any land may, within twenty-eight days of the date on which the licence was so issued, appeal to magistrates' court acting for the petty sessions area in which the land is situated; and the court, if satisfied (having regard amongst other things to any standards which may have been specified by the Minister under subsection (6) of the said section five) that the condition is unduly burdensome, may vary or cancel the condition.
- (2) In so far as the effect of a condition (in whatever words expressed) subject to which a site licence is issued in respect of any land is to require the carrying out on the land of any works, the condition shall not have effect during the period within which the person to whom the site licence is issued is entitled by virtue of the foregoing subsection to appeal against the condition nor, thereafter, whilst an appeal against the condition is pending.

### Provisions as to breaches of condition.

- 9 (1) If an occupier of land fails to comply with any condition for the time being attached to a site licence held by him in respect of the land, he shall be guilty of an offence and liable on summary conviction, in the case of the first offence to a fine not exceeding level 4 on the Standard Scale of fines.\*
- (2) Where a person convicted under this section for failing to comply with a condition attached to a site licence has on two or more previous occasions been convicted there under for failing to comply with a condition attached to that licence, the court before whom he is convicted may, if an application in that behalf is made at the hearing by the local authority in whose area the land is situated, make an order for the revocation of the said site licence to come into force on such date as the court may specify in the order, being a date not earlier than the expiration of any period within which notice of appeal (whether by case stated or otherwise) may be given against the conviction; and if before the date so specified an appeal is so brought the order shall be of no effect pending the final determination or withdrawal of the appeal.

The person convicted or the local authority who issued the site licence may apply to the magistrates' court which has made such an order revoking a site licence for an order extending the period at the end of which the revocation is to come into force, and the magistrates' court may, if satisfied that adequate notice of the application has been given to the local authority or, as the case may be, the person convicted, make an order extending that period.
- (3) Where an occupier of land fails within the time specified in a condition attached to a site licence held by him to complete to the satisfaction of the local authority in whose area the land is situated any works required by the condition to be so completed, the local authority may carry out those works, and may recover as a simple contract debt in any court of competent jurisdiction from that person any expenses reasonably incurred by them in that behalf.

### Transfer of site licences and transmission on death, etc.

- 10(1) When the holder of a site licence in respect of any land ceases to be the occupier of the land, he may, with the consent of the local authority in whose area the land is situated, transfer the licence to the person who then becomes the occupier of the land.
- (2) Where a local authority give their consent to the transfer of a site licence, they shall endorse on the licence the name of the person to whom it is to be transferred and the date agreed between the parties to the transfer as the date on which that person is, for the purposes of this Part of this Act, to be treated as having become the holder of the licence.
- (3) If an application is made under subsection (1) of this section for consent to the transfer of a site licence to a person who is to become the occupier of the land, that person may apply for a site licence under section three of this Act as if he were the occupier of the land, and if the local authority at any time before issuing a site licence in compliance with that application give their consent to the transfer they need not proceed with the application for the site licence.
- (4) Where any person becomes, by operation of law, entitled to an estate or interest in land in respect of which a site licence is in force and is, by virtue of his holding that estate or interest, the occupier of the land within the meaning of this Part of the Act he shall, for the purposes of this Part of this Act, be treated as having become the holder of the licence on the day on which he becomes the occupier of the land, and the local authority in whose area the land is situated shall, if an application in that behalf is made to them, endorse his name and the said date on the licence.

\* (Currently £2,500, subject to alteration by Order)

**CARAVAN SITES & CONTROL OF DEVELOPMENT ACT 1960**  
**SITE LICENCE CONDITIONS**

**Melissa Mobile Home Park, Sandbank, Wisbech St Mary**

**1. Site Boundaries**

The site shall be set out in accordance with the approved site plan (a copy of which should be deposited with the Council).

The site boundaries shall be clearly marked (eg, by fences or hedges).

Where practicable a 3 metre wide area shall be kept clear within the inside of all boundaries (except for storage sheds and garages).

**2. Density and Space between Caravans**

- a) The site shall be occupied by not more than 26 static caravans/mobile homes, for residential use only.
- b) Subject to the following variations, every caravan shall be not less than 6 metres from any other caravan that is occupied separately and not less than 2 metres from a road. The point of measurement for porches etc. shall be the exterior cladding of the caravan.
  - (i) Porches may protrude 1 metre into the 6 metres and shall be of the open type.
  - (ii) Eaves, drainpipes and bay windows may extend into the 6 metre space provided the total distance between the extremities of 2 adjacent units is not less than 5.25 metres.
  - (iii) Where there are ramps for the disabled, verandas and stairs extending from the unit, there shall be 4.5 metres clear space between units and two such items shall not face each other in any space. If they are enclosed, they will be considered as part of the unit and, as such, shall not intrude into the 6-metre space.
  - (iv) A garage, a shed or a covered storage space shall be permitted between units only if it complies with the following:
    - The structure shall be built of a non-combustible material (including non-combustible roof);

- Sufficient space shall be maintained around each unit so as not to prejudice means of escape in case of fire;
- The structure shall be of a single storey construction;
- Any walls of such structures facing site boundaries or adjacent units shall be imperforate.
- Carports and covered walkways shall in no circumstances be allowed within the 6-metre space.
- For car parking between units please see Condition 12.

### **3. Roads, Gateways and Footpaths**

- a) Roads and footpaths shall be designed to provide adequate access for fire appliances.

Emergency vehicle routes within the site shall be kept clear of obstruction at all times.

- b) Roads of suitable material (i.e. surfaced with tarmac or concrete) shall be provided so that no caravan standing is more than 50 metres from a road. 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 part of a clearly marked one way traffic system, a minimum of 3 metres wide. Gateways shall be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Where practicable, footpaths shall not be less than 0.9 metres wide. Roads shall have no overhead cable less than 4.5 metres above the ground.
- c) Roads and footpaths shall be provided with artificial lighting sufficient to allow safe movement around the site during the hours of darkness.

### **4. Hard Standings**

Every caravan shall stand on a concrete hard-standing that 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.

### **5. Supply and storage of liquefied petroleum gas (LPG)**

LPG supplies, installations and use shall meet current statutory requirements, relevant standards and health and safety codes of practice.

LPG cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency.

### **6. Electrical Installations**

- a) The electricity network shall be of adequate capacity to meet safely all reasonable demands of the caravans and other facilities within the site.
- b) The electrical network installations shall be subject to regulation under the current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current relevant statutory requirements
- c) Any work undertaken on electrical installations, appliances and the electrical network within the site shall be carried out only by persons, suitably qualified and competent.

## **7. Water Supply**

The site shall be provided with a water supply in accordance with appropriate Water Byelaws and statutory quality standards, sufficient to meet all reasonable demands of the caravans within the site.

## **8. Drainage, Sanitation and Washing Facilities**

- a) Satisfactory provision shall be made for foul drainage, by connection to an approved sewage treatment plant which shall be maintained in accordance with manufacturers recommendations and comply with Environment Agency discharge standards.
- b) Each caravan shall have its own water supply, water closet, sink and wash hand basin. 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.

## **9. Standard of Caravans**

All caravans stationed on the site shall be maintained in good state of structural and decorative repair to the satisfaction of the licensing authority.

## **10. Refuse Disposal**

Every caravan standing shall have a refuse bin with a close fitting lid and arrangements shall be made for the bin to be emptied regularly. Compliance with the Council's refuse/recycling and collection arrangements will satisfy this requirement.

## **11. General Maintenance**

The licensee shall ensure that the site roads, footpaths and lighting, all fire points, all water supplies, drainage and electrical installations are maintained in good repair and efficient working order. Grassed areas shall be kept short, hedges shall be trimmed, fences maintained and the site shall be kept free of refuse and litter.

## **12. Parking**

Residents may park a car alongside their own caravan provided that access to their caravan and any other caravan is not obstructed. Additional car parking spaces shall be provided for visitors as indicated in the approved site plan.

## **13. Notices**

The site name shall be displayed at the site entrance.

The following additional information shall also be displayed in a prominent position within the site:

- a. a plan of the site layout
- b. a copy of the site licence and conditions
- c. information setting out the action to be taken in the event of an emergency to include information about where the police, fire brigade, ambulance and local doctors can be contacted, also the name and location/ telephone number of the site licence holder or his/her accredited representative
- d. a copy of the most recent periodic electrical inspection report
- e. a copy of the site owners certificate of public liability insurance
- f. a copy of the fire risk assessment made for the site

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. Fire safety and fire precautions:**

### **Requirement to comply with the Regulatory Reform (fire safety) Order 2005**

**The site owner shall make available the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and where demanded, a copy of the fire risk assessment shall be made available to the local authority.**

**All residential units shall be fitted with smoke alarms to BS 5839: part 6. The alarms are to be tested weekly and maintained in good condition and active to alert at all times.**

## **15. General**

No variation shall be made to the site layout without the written consent of the Council.

