



No: 314/00/27

**CARAVAN SITES AND CONTROL
OF DEVELOPMENT ACT 1960,
SECTION 3
LICENCE**

**The NEW FOREST DISTRICT COUNCIL
being the Local Authority under the above Act HEREBY LICENCE,
subject to the conditions ' R ' attached**

**Of: Haulfryn Group Ltd
Willows Riverside Park
Maidenhead Road
Windsor
Berks
SL4 5TR**

**Being the OWNER/OCCUPIER of land situated at Westwood & Glendene Mobile Home Park,
Bashley Cross Road, New Milton,
BH25 5TB**

Name of Site Westwood And Glendene Mobile Home Park

**Who is/are entitled to the benefit of Planning Permission, Ref No. LYB/C/88 LYB/C/2 for the use of the
above land as a caravan site granted under Part III of the TOWN AND COUNTRY PLANNING ACT 1990,
otherwise than by a development order**

**This Licence continues from Licence 280/27/94; 40/92; 283/27/95 and 293/97/27 and is issued in
perpetuity**

DATED the 10 August 2010 (as amended 28 June 2013)

Appletree Court, Beaulieu Road, Lyndhurst, Hampshire, SO43 7PA.

A E Righton

**HEAD OF PUBLIC HEALTH AND COMMUNITY SAFETY
ON BEHALF OF THE COUNCIL**



New Forest

DISTRICT COUNCIL

My Ref: CLIC/07/00170
Your Ref: 314/00/27
Date: 10 August 2010

Caravan Sites and Control of Development Act 1990
Westwood And Glendene Mobile Home Park

THIS LICENCE DOES NOT PURPORT TO CONVEY ANY APPROVAL OR CONSENT WHICH MAY BE REQUIRED UNDER THE TOWN AND COUNTRY PLANNING ACTS OR WHICH MAY BE REQUIRED UNDER ANY OTHER ACTS INCLUDING BYELAWS, ORDERS OR REGULATIONS MADE UNDER ANY SUCH OTHER ACTS INCLUDING THE BUILDING REGULATIONS.

WESTWOOD & GLENDENE MOBILE HOME PARK
BASHLEY CROSS ROAD
NEW MILTON
BH25 5TB

A E Righton

Head of Public Health and Community Safety

NEW FOREST DISTRICT COUNCIL

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

CONDITIONS ATTACHED TO LICENCE NUMBER: **314/00/27**

DATED: **10 August 2010**

FOR: **Westwood & Glendene Mobile Home Park, Bashley Cross Road, New Milton, BH25 5TB**

For the purpose of these conditions the following definitions will apply:

“Mobility” means capable of being moved.

“Caravan” means any structure designed or adapted for human habitation etc, as detailed in Section 29 of the main Act.

Where an enclosed porch is added on to a main caravan, this is considered to be part of the caravan for the purposes of calculating the distance that the caravan is from any other caravan on the site.

STANDARD CONDITIONS

1. a) The total number of residential caravans on the site shall not exceed **150 (One Hundred and Fifty)** at any time.
b) Caravan standings shall be located on the site in the positions indicated by a numbered rectangle on the approved plan attached, provided by the site owner.
2. a) No tents, touring caravans or other structures shall be erected or retained on the site without the consent in writing of the Council.
b) The boundaries of the site shall be clearly identified by fences or hedges.
c) A 3 metre wide area shall be kept clear within the inside of all boundaries.
3. Whilst any caravan is stationed on the site:
a) it shall be not less than 6 metres from any other caravan on the site, and
b) It shall not be within 2 metres of any carriageway or highway or within 3 metres of any boundary of the site, unless prior written approval is received from the Council.

Contd/...

4. No residential caravan shall be stationed on the site unless it:
 - a) is of a proprietary or similar type, complying with the version of BS 3632 applicable on the day the unit was placed on the pitch.
 - b) is maintained in such a condition as to be capable of transportation.

5.
 - a) Roads of suitable material shall be provided so that no caravan standing is more than 50 metres from a road. Roads shall be not less than 3.7 metres wide or, if they form part of a clearly defined one way traffic system, 3 metres wide. Gateways shall be a minimum of 3.1 metres wide with a minimum height clearance of 3.7 metres.
 - b) Each standing shall be connected to a road by a footpath with a hard surface. Footpaths shall be not less than 0.75 metres wide and each caravan shall be provided with an adequate footpath to serve its entrances.

6. Every caravan shall stand on a hard standing constructed of properly made concrete not less than 100mm in thickness, or other suitable material to the satisfaction of the Council, which shall extend over the whole area occupied by the caravan placed upon it.

7.
 - a) Suitably surfaced car parking spaces shall be provided, with space for one car for every caravan standing. Each space to be readily accessible and of minimum dimensions 5 metres x 2.5 metres.
 - b) Car ports are not allowed within the 6 metre space.
 - c) A garage is allowed within the 6 metre space providing it is wholly incombustible and does not obstruct means of escape in case of fire from the units.
 - d) Plastic or wooden boats must not be parked between units.
 - e) Private cars may be parked within the separation distance provided that they do not obstruct entrances to caravans or access around them and they are a minimum of 3 metres from an adjacent caravan

8. All sites shall be provided with a water supply in accordance with appropriate water byelaws and statutory quality standards.

9. Each residential caravan standing shall be provided with a water supply piped within the caravan.

10.
 - a) The site shall be provided with an adequate and properly constructed foul drainage system and for this purpose there shall be laid a proper drain discharging into a properly constructed (sewage disposal system). The drain shall be provided with a sufficient number of branch drains and a trapped gully for every caravan. The branch drains shall be capable of being made air tight when not in use.
 - b) All waste pipes from each caravan shall discharge over the trapped gully provided for the caravan.

11. Each caravan or caravan standing shall be provided with a water closet and bathing facilities, connected to the foul drainage system.
12. 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.
13. Each caravan standing shall be provided with a suitable approved refuse receptacle and arrangements shall be made to the satisfaction of the Licensing Authority for such receptacles to be emptied regularly.
14.
 - a) At least 2.75m² of covered storage space, capable of being locked, shall be provided for each caravan standing. The structure shall be separate from the caravan it serves and not less than 4.5 metres from any other caravan unless the structure is wholly constructed of incombustible materials when the distance from any other caravan shall be not less than 1.5 metres.
 - b) Windows in such structures shall not face towards units on either side.
15.
 - a) FIRE POINTS shall be established so that no caravan or site building is more than 30 metres from a fire point. They shall be easily accessible and clearly and conspicuously marked "FIRE POINT" and housed in a weatherproof structure.
 - b) 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, 2 buckets and 1 hand pump or bucket pump.
 - c) A means of raising the alarm in the event of a fire shall be provided at each fire point. This could 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.
 - d) All alarm and fire fighting equipment shall be installed, tested and maintained in working order by a competent person 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.
 - e) All equipment susceptible to damage by frost shall be suitably protected.

- f) 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

- 1) ensure the caravan or site building involved is evacuated
- 2) raise the alarm
- 3) call the fire brigade (the nearest telephone is sited
- 4) attack the fire using the fire fighting equipment provided if it is safe to do so.

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

- g) Long grass and vegetation shall be cut at frequent and regular intervals to prevent it becoming a fire hazard. Any such cuttings shall be removed from the vicinity of caravans.

The space between and beneath caravans shall not be used for the storage of combustible materials.

16. a) Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant Standards and Codes of Practice.
- b) Liquefied Petroleum Gas cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency.

17. Where children live on the site, space equivalent to about 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.

18. A copy of the Site Licence with its conditions shall be either:

displayed prominently on site;

or be available to view;

or be drawn to the attention of the residents.

19. a) Sites shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated thereon.

- b) Any electrical installations other than Electricity Board works and circuits subject to regulations made by the Secretary of State for Energy, under Section 60 of the Electricity Act 1947, shall be installed and maintained in accordance with the requirements of the Institution of Electrical Engineers Regulations for the Electrical Equipment of Buildings (the IEE Wiring Regulations) 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 S.I. 1988 No. 1057.
- c) 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 the 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.

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 Regulations.

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.

- d) Roads shall have no overhead cable less than 4.5m above the ground.

20. The bringing of caravans on to the land is prohibited until the works required by the conditions attached to this Licence have been carried out to the Council's satisfaction.
21. a) No porch or addition may be erected adjacent to any caravan without prior written consent of the Council. It shall be constructed of such materials as will not increase the fire risk.
- b) A porch may protrude 1 metre into the 6 metre space providing it is of open construction. If they are enclosed, they will be considered as part of the unit and, as such, shall not intrude into the 6 metre space.
- c) Where there are ramps for the disabled, verandahs and stairs extending from the unit, there shall be 4.5 metres clear space between them 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.
22. Prior written notice must be given to the Council of the replacement of any residential caravan, and no variation in the layout of the site shall be made without the prior written approval of the Council.
23. A suitable sign shall be prominently displayed at the site entrance indicating the name of the site.

24. Notices and a plan shall be displayed on the site setting out the action to be taken in the event of an emergency. They must show where the police, fire brigade, ambulance and local doctor 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 should be displayed giving advice about the operation of the flood warning system.

25. All notices must 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.

A E Righton