



Winchester
City Council

**CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT, 1960
SECTION 5.**

**TOURING SITE LICENCE
SCOTT'S HAVEN**

The Winchester City Council, in pursuance of the powers conferred upon them by sections 3 and 5 of the Caravan Sites and Control of Development Act 1960 hereby licence.

Mr Steven George Scott and Mrs Deborah Anne Scott
of
Scott's Haven, Maybush Lane, Soberton Heath, Hampshire, SO32 3QF

to allow the land situate at:

Scott's Haven, Maybush Lane, Soberton Heath, Hampshire, SO32 3QF

to be used as a touring caravan site as per Grant of Planning Permission Case No: 11/02030/FUL and subject to the attached conditions, which shall be displayed with this licence.

Dated: 8th November 2012

Signed
Richard Botham
Head of Housing Services

NOTES FOR SITE LICENCE HOLDER ONLY

Attention is drawn to the following extracts from part I of the Caravan, Sites and Control of Development Act, 1960. The Act may be obtained from Her Majesty's Stationery Office and should be consulted if further information is required.

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 a 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.

8. (1) The conditions attached to a site licence may be altered at any time (whether by the variation or cancellation of existing conditions, or by the addition of new conditions, or by a combination of any such methods) by the local authority, but before exercising their powers under this subsection the local authority shall afford to the holder of the licence an opportunity of making representations.

(2) Where the holder of a site licence is aggrieved by an alteration of the conditions attached thereto or by the refusal of the local authority of an application by him for the alteration of those conditions, he may, within twenty-eight days of the date on which written notification of the alteration or refusal is received by him, appeal to a magistrates' court acting for the petty sessions area in which the land to which the site licence relates is situated; and the court may, if they allow the appeal, give to the local authority such directions as may be necessary to give effect to their decision.

(3) The alteration by a local authority of the conditions attached to any site licence shall not have effect until written notification thereof has been received by the holder of the licence, and in so far as any such alteration imposes a requirement on the holder of the licence to carry out on the land to which the licence relates any works which he would not otherwise be required to carry out, the alteration shall not have effect during the period within which the said holder is entitled by virtue of the last foregoing subsection to appeal against the alteration nor, thereafter, whilst an appeal against the alteration 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, to a fine not exceeding level 4 on the standard scale.

(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.

(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 this Act he shall, for the purposes of this Part of Act, be treated as having become the holder of the licence on the day on which he became the occupier of the land, and the local authority in whose area is situated shall, if an application in that behalf is made to them, endorse his name and the said date on the licence.

Duty of licence holder to surrender licence for alteration

11. (1) A local authority who has issued a site licence may at any time require the holder to deliver it up so as to enable them to enter in it any alteration of the conditions or other terms of the licence made in pursuance of the provisions of this Part of this Act.

(2) If the holder of a site licence fails without reasonable excuse to comply with a requirement duly made under this section he shall be liable on summary conviction to a fine not exceeding level 1 on the standard scale.

Power of entry of officers of local authorities

26. (1) Subject to the provisions of this section, any authorised officer of a local authority shall, on producing, if so required, some duly authenticated document showing his authority, have a right at all reasonable hours to enter any land which is used as a caravan site or in respect of which an application for a site licence has been made-

(a) for the purposes of enabling the local authority to determine what conditions should be attached to a site licence or whether conditions attached to a site licence should be altered;

(b) for the purpose of ascertaining whether there is, or has been, on or in connection with the land any contravention of the provisions of this Part of this Act;

(c) for the purpose of ascertaining whether or not circumstances exist which would authorise the local authority to take any action, or execute any work, under this Part of the Act;

(d) for the purposes of taking any action, or executing any work, authorised by this Part of this Act to be taken or executed by the local authority;

Provided that admission to any land shall not be demanded as of right unless twenty-four hours' notice of the intended entry has been given to the occupier.

*i.e. a condition requiring a copy of this licence to be displayed on the land in some conspicuous place.

TRANSFER OF LICENCE

In pursuance of their powers under Section 10 of the Caravan Sites and Control of Development Act 1960, the Council hereby consents to the transfer of this licence

to.....

of.....

such transfer to take effect from theday of.....19.....

**CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960
& PUBLIC HEALTH ACT 1936**

**Touring Caravan Site Conditions
Scott's Haven, Maybush Lane, Soberton Heath, Hants, SO32 3QF**

Use of Site

1. The use of the site shall be solely as a transit holiday site limited to use by touring caravans and campervans for holiday accommodation purposes only. The occupation of any pitch on the site by the same person(s) shall be limited to a maximum period of 28 days and for no more than 3 times per year, with a break between each occupation, by the same occupier, of 4 weeks.

The term "unit" in these conditions refers to caravans and campervans.

Density and Space between Units

2. The gross density shall not exceed a maximum of 35 caravans or campervans (35 units in total) on the said site.
3. Each unit shall not be less than 6 metres from any other caravan, structure, refuse or chemical disposal point.
4. Vehicles and other ancillary equipment shall be permitted within the 6 metres space between caravans in separate occupation but, in order to restrict the spread of fire, there should always be 3 metres clear space within the 6 metres separation.
5. Emergency vehicles should be able to secure access at all times to within 90 metres of any unit on the site.

Drinking Water Supply and Waste Water Disposal

6. There shall be an adequate supply of wholesome drinking water. Each pitch on site shall be no further than 90 metres from a water tap. At each tap there shall be a soakaway or gully.
7. Waste water disposal points connected into the foul drainage system shall be provided so that each pitch is no further than 90 metres from a waste water disposal point.
8. All new water supplies shall be in accordance with all current legislation, regulations and relevant British or European Standards.

Toilets: WC's and chemical closets

9. For caravans without their own water supply and water closet, a communal toilet block should be provided. The scale and provision should be 1 W.C and 1 urinal for men and 2 W.C.'s for women per 30 pitches.
10. Where the provision of WC's is not feasible or justified, entry to the site must be confined to units with their own toilets, or chemical closets to the above scale should be provided.

Drainage, Sanitation and Washing Facilities

11. Satisfactory provision shall be made for foul drainage, by connection to a public sewer, cesspool or septic tank in accordance with the requirements of the Southern Water Authority.
12. Properly designed disposal points for the contents of chemical closets shall be provided, with an adequate supply of water for cleaning the containers.
13. A suitably located covered area containing a sink with drainer and a supply of cold, and ideally hot water, should be provided for the washing of dishes and other such utensils.

Disabled Persons

14. Particular consideration must be given to the needs of the disabled in the provision made for water points, toilets and washing points.

Electrical Installations

15. Where an electrical installation is provided, 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, it shall be installed and maintained in accordance with the requirements of the current I.E.E Wiring Regulations and, where appropriate, to the standard which will be acceptable for the purposes of the Electricity (Overhead Lines) Regulations 1970, SI 1970 No. 1355.
16. The installation shall be inspected by a competent person as required by BS 7671:2001, not less than once in every 12 months, (in the case of underground installations 3 years) or as appropriate.
17. Such person shall within one 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 with the site licence. The cost of the inspection and report shall be met by the site operator.

Refuse Disposal

18. Adequate provision shall be made for the satisfactory storage, collection and disposal of refuse; or holidaymakers directed to the nearest civic amenity points and recycling centres.

Fire Precautions

Fire Points

19. These shall be established so that no unit or site building is more than 90 metres from a fire point. They shall be easily accessible and clearly and conspicuously marked "FIRE POINT".
20. At each fire point there shall be:-
 - a) two water (gas expelled) extinguishers each of 10 litres capacity and complying with British Standard 5423:1980
 - b) a means of raising the alarm in the event of fire (e.g. a manually operated sounder, gong or hand operated siren).
 - c) a conspicuous notice indicating the action to be taken in case of fire and the location of the nearest telephone. The notice should include the following:-

On discovering fire

1. Ensure the affected unit is evacuated
 2. Raise the alarm
 3. Call the Fire Brigade (the nearest telephone is sited)
 4. If practicable, attack the fire using the fire-fighting equipment provided.
21. All fire fighting equipment shall be maintained in working order if susceptible to damage by adverse weather conditions it shall be kept available for use and inspection by the licensing authority.
22. The Regulatory Reform (Fire Safety) Order 2005 applies to the common and / or shared parts of touring caravan sites and requires you as the licence holder and 'responsible person', to undertake a fire risk assessment. This is in order to determine whether the current prevention and detection measures are appropriate and adequate to mitigate the identified risks, or need to be improved.

Liquefied Petroleum Gas

23. Arrangements for the storage of Liquefied Petroleum Gas on the site shall be in accordance with the current national Code of Practice.

Site Notices

24. A sign indicating the name of the site shall be displayed at the site entrance.

25. Notices shall be displayed prominently on the site indicating the action to be taken in the event of an emergency and show where the police, fire brigade, ambulance and local doctors can be contacted, and the location of the nearest public telephone, where practicable a telephone shall be provided on the site and the full address of The site shall be displayed adjacent to the telephone.
26. A copy of the site licence with its conditions shall be displayed prominently on the site.
27. All notices shall be glazed or otherwise protected and must be legible at all times.

Site Operation and Management

28. The site and all facilities shall at all times be maintained in a clean and tidy condition and free from foul water, any offensive matter or any waste or unwanted materials.
29. Long grass and vegetation should be cut frequently and the cuttings removed from the vicinity of the units.
30. All equipment, structures and facilities provided for the site shall be maintained at all times in good repair and satisfactory working order.
31. The caravan site licence holder must maintain a register of the occupants of each pitch and undertake on an annual basis from the commencement of the site license period an occupation audit, to confirm the occupancy status of of each pitch
32. The caravan site licence holder or his nominated person, must maintain a register of this audit recording the following details:
 - Pitch identification number.
 - Full name and permanent residential address of each holiday occupant of each pitch and the period of time that the pitch was occupied by that occupant.
 - A plan showing the pitch identification number of each pitch.
33. The licensee or such person or persons appointed for that purpose shall maintain adequate supervision over the site so as to ensure the observance of these conditions, the good conduct of the site as a transit holiday caravan site, and, as appropriate, compliance with the Health and Safety at Work etc Act 1974 and Regulations made thereunder.
