

Runnymede Borough Council

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

SITE LICENCE

Site **Plot 3, Riverside
Laleham Reach
Chertsey, Surrey**

TAKE NOTICE that the Runnymede Borough Council having been notified that on:

the **29th** day of **May** 1996


the site was owned and operated by:

at **Mrs V Everton
Plot 3, Riverside
Laleham Reach
Chertsey, Surrey**

has, in accordance with Section 10 of the Caravan Sites and Control of Development Act 1960, given its consent to the transfer of the Site Licence to the said

Mrs V Everton

DATED this **4th** day of **June** 1996

Signed 
Borough Environmental Services Officer



RUNNYMEDE BOROUGH COUNCIL

Caravan Sites and Control of Development Act 1960 (as amended)

Schedule of conditions to be attached to licence No: CS 8/3/96

Site: Plot 3, Riverside, Laleham Reach, Chertsey, Surrey

Licence Granted to Mrs V Everton

**At: Plot 3, Riverside,
Laleham Reach, Chertsey,
Surrey**

DEFINITION

1. "Caravan" shall have the meaning attributed to it in Part 1 of the Caravan Sites and Control of Development Act 1960.
2. "Borough Officer" shall mean the Borough Environmental Services Officer for the Runnymede Borough Council whose address is Civic Offices, Station Road, Addlestone, Surrey. KT15 2AH.

BOUNDARIES

3. The owner shall provide the Borough Officer with a scale plan of the layout of the site within 21 days from the date of any written request and at any time when significant alterations to the site layout are undertaken. The cost of such plans shall be met by the licence holder. The plan shall indicate the useable area of the site and shall show the position of:
 - a) All caravans including their enclosure boundaries and all garages, sheds, covered stores, car ports, covered walkways and car parking spaces associated with them.
 - b) All site buildings and other permanent structures.
 - c) All roads and paths.

- d) All electrical distribution points.
- e) All compounds for the storage of liquefied petroleum gas.
- f) All cesspits, septic tanks and connections to the public sewerage system.
- g) All drainage runs and inspection chambers.

DENSITY AND SPACE BETWEEN CARAVANS

4. The layout of the site shall not be varied without the prior written consent of the Borough Officer, which consent shall not be unreasonably withheld.
5. In the event of a change in occupancy, or a new or replacement caravan being brought onto the site, the caravan must be positioned so that it is not less than 6 metres from any other caravan which is occupied separately and not less than 2 metres from a road. The point of measurement for porches, awnings, etc. is the exterior cladding of the caravans.
 - Porches must be of the open type and may protrude a maximum of 1 metre into the 6 metres separation distance. All new porches shall be made of non-combustible material (including a non-combustible roof).
 - Sufficient space shall be maintained around each porch so as not to prejudice means of escape in case of fire .
 - Where awnings are used, the distance between any part of the awning and any adjoining caravan shall be not less than 3 metres. Awnings shall not be used for sleeping or cooking and shall neither face each other nor touch.
 - Eaves, drainpipes and bay windows may extend into the 6 metre space provided that the total distance between the extremities of 2 adjacent units shall not be less than 5.25 metres.
 - Where there are ramps for wheelchair users, verandas or stairs extending from the unit, there shall be 4.5 metres clear space between such structures and two such structures shall not face each other in any separation space. If such items are enclosed, they shall be considered as part of the unit and, as such, shall not extend into the 6 metre space.
 - A garage, shed or covered storage space shall be permitted between units only if it is of non-combustible construction (including non-combustible roof) and sufficient space is maintained around each unit so as not to prejudice means of escape in case of fire. Windows in such structures shall not face towards the units on either side. Car ports and covered walkways shall in no circumstances be allowed within the 6 metre space.
 - Fences between site plots should not be more than 1 metre in height and such fences or associated gates should not extend into the separation distance between residential caravans.
 - Care must be taken not to allow vegetation to build up to a significant degree within the separation area between mobile homes so that fire might be transferred from one unit to another by such a route.
 - The standards relating to porches, garages, sheds or covered storage spaces, will only apply where a new or a replacement caravan is brought onto the site or a new or replacement porch, garage, shed or covered storage space is provided to an existing caravan.
6. The density of caravans shall be consistent with safety standards and health and safety requirements.

HARD STANDINGS

7. Every caravan shall stand on an approved hard standing which shall extend over the whole area occupied by the caravan placed upon it and project not less than 1 metre outwards from the entrance or entrances to the caravan, to enable occupants to enter and leave safely.

ROADS, GATEWAYS AND FOOTPATHS

8. All roads and footpaths shall be constructed of concrete or tarmacadam and shall be properly maintained at all times.
9. Every caravan standing shall be not more than 50 metres from a road and shall be joined to the road by a footpath not less than 0.75 metres wide.
10. Emergency vehicle routes within a site shall be kept clear from obstruction **at all times**.

FIRE FIGHTING EQUIPMENT

11. Each caravan shall be provided internally with a Fire Blanket and a 2.2 kg dry powder fire extinguisher in the kitchen area. In addition, a 9ltr water extinguisher shall be provided within the dwelling. This equipment should comply with British Standard 5423 and be checked by a competent person at least once every 12 months, and a record kept.

FIRE WARNING

12. A means of raising the alarm in the event of fire shall be provided by way of manually operated rotating bells, other manually operated sounders or an electricity operated alarm bell or siren. The alarm sounders should be loud enough to be heard clearly inside neighbouring caravans.

MAINTENANCE

13. All equipment susceptible to damage by frost shall be suitably protected. All water extinguishers shall contain anti-freeze as recommended by the manufacturers.

FIRE HAZARDS

14. Long grass and vegetation shall be cut at frequent and regular intervals where necessary to prevent it from becoming a fire hazard to caravans, buildings or other installations on the site. Any such cuttings shall be removed from the site as soon as is practicable.
15. The spaces beneath and between caravans shall not be used for the storage of combustible materials.
16. Bonfires shall not be permitted on the site.

STORAGE OF LIQUEFIED PETROLEUM GAS (LPG)

17. LPG storage supplied from tanks shall comply with Guidance Booklet HSG 34 "The Storage of LPG at Fixed Installations" or, where LPG is supplied from cylinders, with Guidance Note CS4 "The Keeping of LPG in Cylinders and Similar containers" as appropriate.

Where there are metered supplies from a common LPG storage tank, then Guidance Note CS11 "The Storage and Use of LPG at Metered Estates" provides further guidance.

Exposed gas bottles or cylinders shall not be within the 6 metre separation boundary between adjoining units.

LPG installations shall conform to British Standard 5482, "Code of Practice for domestic butane and propane gas burning installations, Part 2: 1977 Installations in Caravans and non-permanent dwellings".

For mains gas supply, the 1984 Regulations shall be complied with for the installation downstream of any service pipe(s) supplying any primary meter(s) and such service pipes shall comply with Gas Safety Regulations 1972.

The installation of a fixed storage tank requires the prior planning approval of the Runnymede Borough Council, Technical Services Department and also the Environmental Services Department.

ELECTRICAL INSTALLATIONS

18. The caravan shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands.
19. Any electricity installations, which are not Electricity supplier works and 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, shall be installed, tested and maintained in accordance with the provisions of the Institution of Electrical Engineers' (IEE) 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 Supply Regulations 1988, Statutory Instrument 1988 No.1057.
20. The electrical installation shall be inspected not less than once in every 12 months (in the case of underground installations 3 years) or such longer periods as may be recommended by a person who should be one of the following:
 - A professionally qualified electrical engineer.
 - A member of the Electrical Contractors' Association.
 - A member of the Electrical Contractors' Association of Scotland.
 - A certificate holder of the National Inspection Council for Electrical Installation Contracting, or
 - A qualified person acting on behalf of one of these (in which case it should be stated for whom he is acting).

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.

21. If an inspection reveals that an installation no longer complies with the regulations which were 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.

WATER SUPPLY

22. The site shall be provided with an adequate water supply in accordance with appropriate Water By-laws and statutory quality standards.
23. The caravan must be provided with an adequate piped supply of wholesome water. All reasonably practicable steps shall be taken to protect water supply pipes from risk of frost or damage however caused.

DRAINAGE, SANITATION AND WASHING FACILITIES

24. Satisfactory provision shall be made for foul drainage, either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority. The caravan standing shall be provided with a connection to the foul drainage system; the connection shall be capable of being made air-tight when not in use.
25. The site and 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, caravan, road and footpaths.

REFUSE DISPOSAL

26. Every caravan standing shall have an adequate number of suitable non-combustible refuse bins with close fitting lids. Arrangements shall be made for the bins to be emptied regularly on a weekly basis.

MISCELLANEOUS

27. No caravan intended for residential purposes shall be brought onto the site unless it complies with British Standard 3632, 1989.

The caravans allowed on site shall be of single storey, and of a type to the reasonable satisfaction of the Council.

28. All means of escape i.e. exit doors leading from a residential caravan, should be kept clear of obstructions and kept in good working order.

Permanent, fixed steps of suitable non combustible construction with non slip surfaces should be provided to at least one exit on each caravan.

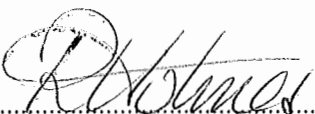
A suitable, securely fixed handrail should be provided to each permanently fixed staircase.

29. Should a fire break out within a caravan on this site, the Borough Environmental Services Department shall be advised of the incident by the licence holder and the matter must be fully investigated by the licensing Officer in association with the local fire authority.

30. Care should be taken when redeveloping or rearranging the site, that as many trees, bushes and other natural features as possible are retained. Furthermore, the site shall be screened along the site boundaries and on the sides following the River Thames, to the reasonable satisfaction of the Council and such screening shall be maintained at all times. (also see condition 3)

GENERAL

The Council reserves the right to amend, add to or delete any of the conditions in accordance with Section 8 of the aforementioned Caravan Sites And Control Of Development Act 1960, (as amended)

(Signature) 

(Date) *14th June 1996*

R.S. Holmes
Borough Environmental Services Officer.
Authorised by Runnymede Borough Council