



**Bassetlaw**  
DISTRICT COUNCIL  
— North Nottinghamshire —

**APPLICATION FOR A CARAVAN SITE  
LICENCE  
CARAVAN SITES AND CONTROL OF  
DEVELOPMENT ACT 1960**

**The Licensing Department**  
Bassetlaw District Council  
Queens Building  
Potter Street  
Worksop  
S80 2AH

**Telephone:** 01909 53283  
**Email:** [licensing@bassetlaw.gov.uk](mailto:licensing@bassetlaw.gov.uk)  
**Web:** [www.bassetlaw.gov.uk](http://www.bassetlaw.gov.uk)

**PLEASE COMPLETE IN BLOCK CAPITALS AND USE BLACK INK**

I/We hereby apply for a licence to use the land described below and shown on the and shown on the attached plan as a site plan as a site for caravans to be used and laid out as specified below

1	<b>First Name</b>	
2.	<b>Surname</b>	
2	<b>Applicants Date of Birth(s)</b>	
3	<b>Address</b>	
4	<b>Contact Number(s)</b>	
5	<b>Email Address</b>	
6	<b>Applicants Interest in the Land</b>	
7	<b>Details of any Tenancy or Lease</b>	
8	<b>Address or description of site for which the licence is required</b>	
9	<b>Acreage of Site</b>	
10	<b>Has the applicant</b>	YES/NO

	held a site licence that has been revoked at any time during the past 3 years?		
11	State the type of caravan site for which the licence is required	<b>Permanent Residential</b>	YES/NO
		<b>Holiday:</b> Sessional between the following dates in each year	YES/NO
		PLEASE SPECIFY DATES	
		<b>Touring Caravan:</b> only between the following dates in each year	YES/NO
		PLEASE SPECIFY DATES	
12	State the maximum number of caravans proposed to be stationed on the site at any one time for human habitation		
11	Give details of arrangement for:		
a)	Refuse Disposal		
b)	Sewage, waste and water disposal		
12	Has planning permission been obtained from the Local Planning Authority	YES/NO	
a)	If YES state the date of the permission		
b)	Issuing Authority		
c)	Date (if any) on which the permission will expire		
d)	If NO has permission been applied for?	YES/NO	

For caravan sites already in use on or before 9 March 1960 without planning permission from the Local Planning Authority

13	<b>Is it claimed that the site has “existing use rights” and does not require permission? If so state the facts upon which the claim is based</b>	
14	<b>Was the site used as a caravan site</b>	
a)	<b>On 9 March 1960</b>	YES/NO
b)	<b>On 29 August 1960</b>	YES/NO
c)	<b>At any other time since 9 March 1958, if so when</b>	YES/NO

A lay-out of the site to a scale not less than 1/500 should be attached showing the boundaries of the site, the position of the caravan standings, and (where appropriate):-

- Roads and footpaths
- Toilet blocks
- Stores
- Any other buildings
- Foul and surface water drainage
- Water supply
- Recreation spaces
- Fire points
- Parking spaces

The plan should distinguish between facilities already provided and proposed facilities.

I DO HEREBY CERTIFY that to the best of my knowledge and belief, the above details are correct

Signed.....

Dated .....