

Licence Number.....



**Bassetlaw**  
DISTRICT COUNCIL  
— North Nottinghamshire —

## CONDITIONS FOR A TENT SITE/CAMPSITE (2016)

### GENERAL

1. The site identification plan attached hereto and numbered **LICENCE NUMBER**..... is to be considered a part of this licence and permission is granted only in respect of the land shown on the plan edged RED; such land consisting of:

**NAME OF SITE:**.....

**Planning Reference:**.....

**OS Number:**.....

2. The total number of tents that may be stationed on the site at any one time during the period of this licence shall not exceed.....
3. No structure, other than those permitted by this licence, whether on wheels or not and howsoever adapted, shall at any time be stationed or erected on the site without the prior approval of Bassetlaw District Council.
4. Tents shall not be occupied other than during the period .....
5. The site shall be maintained in a tidy condition and kept clear of all litter and refuse.
6. Such records [including the name and address of the main occupier of each tent] as may be necessary to give reasonable information as to the observance of the conditions, shall be kept at all times and shall be made available for inspection by an authorised officer of the Council at any reasonable time.

### SITE NOTICES

7. A sign indicating the name of the site shall be displayed at the site entrance.
8. A copy of the site licence with its conditions shall be displayed on site in a prominent position, together with a copy of the current site layout plan.
9. Notices shall be displayed on the site, setting out the action to be taken in the event of an emergency. They shall show where the police, fire brigade, ambulance and local doctors 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 must be displayed giving advice about the operation of the flood warning system.

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10. A "Site full" notice shall be displayed at each entrance to the site whenever that site is fully occupied.
11. Where there are overhead electricity lines on the site warning notices shall be displayed on the supports of all these lines and at the site entrance.
12. 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. All notice shall be maintained in a clear and legible condition.

## **SITE LAYOUT**

13. The licence holder shall provide Bassetlaw District Council with a current site layout plan to a scale of not less than 1/500. The site layout plan shall identify:
  - 13.1 Boundaries of the site
  - 13.2 Position of tent pitches
  - 13.3 Roads and footpaths
  - 13.4 Toilet blocks, stores and other buildings
  - 13.5 Foul and surface water drainage
  - 13.6 Water Supply
  - 13.7 Recreation spaces
  - 13.8 Fire points
  - 13.9 Parking spaces
  - 13.10 Proposed improvements
14. A hard surfaced road shall be provided from the entrance of the site to such a position as to enable emergency vehicles to secure access to within 90m of any tent on site. The surfacing material shall be such that emergency vehicles and cars can enter and leave the site without difficulty in all weather conditions.
15. Every tent shall be not less than 6m from any other tent in separate family occupation and not less than 3m shall be permitted between units in any circumstances.
16. Vehicles and any ancillary equipment shall be permitted within the 6m space between units in separate family occupation but, in order to restrict the spread of fire, there shall always be 3m clear space within the 6m separation.
17. There shall be adequate surface water drainage for carriageways, footpaths and paved areas, and for the site generally.

## **WATER SUPPLY AND SANITARY FACILITIES**

18. All water supplies shall be in accordance with the appropriate current water bylaws and statutory quality standards.
19. A constant supply of piped water shall be made available at water supply points; each consisting of a standpipe and tap situated over a trapped gully, and positioned so that no tent is more than 90m away.
20. Wastewater disposal units shall be provided so that each tent is no further than 90m away.

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21. Toilets shall be provided in accordance with a design and construction approved by the Director of Development. This accommodation shall be kept in good repair, in a clean condition and shall be readily accessible at all times. The following facilities shall be provided:

a. Male             WC(s)  
                      Urinal(s) fitted with suitable automatic flushing apparatus  
                      Wash hand basin(s) with on tap supply of hot and cold water over shall be provided adjacent to the toilets.

b. Female            WC(s)  
  
                      Wash hand basin(s) with on tap supply of hot and cold water over shall be provided adjacent to the toilets.

c. Proper arrangements shall be made for the reception and disposal of sanitary dressings.

Shower(s) shall be provided with a supply of hot water.

22. A properly designed disposal point for the contents of chemical closets shall be provided together with an adequate supply of water for cleansing containers.

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

24. Satisfactory provision shall be made for the disposal of foul drainage.

#### **REFUSE COLLECTION AND DISPOSAL**

25. Suitable arrangements must be made for the storage, collection and disposal of refuse. All refuse must be removed from the site at least once a week and disposed of in a manner approved by Bassetlaw District Council

#### **FIRE PRECAUTIONS**

26.

- a. Fire points shall be provided so that no tent or site building is more than 90m from a fire point
- b. All fire points shall be easily accessible and clearly and conspicuously marked "FIRE POINT"
- c. Each fire point shall be provided with 2 water extinguishers each of 9 litre capacity and complying with current British Standards.
- d. A means of raising the alarm in the event of fire shall be provided at each fire point. This shall be by means of a manually operated alarm, such as a metal triangle with a striker, gong or hand operated siren.
- e. All alarm and firefighting equipment shall be maintained in working order and available for inspection by, or on behalf of the licensing authority.
- f. All equipment susceptible to damage by frost shall be suitably protected.
- g. Where there is a likelihood of fire spreading due to vegetation catching fire, suitable beaters of the type used by the Forestry Commission shall be provided at each fire point.

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- h. 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 –
- I. Raise the alarm
  - II. Ensure the affected unit is evacuated
  - III. Call the fire brigade [the nearest telephone is sited .....] and
  - IV. If practicable, tackle the fire using the firefighting equipment provided

**EMERGENCY SERVICES**

- 27. An immediately accessible telephone shall be available on the site for calling the emergency services. A notice by the telephone shall include the address of the site

**ELECTRICAL INSTALLATION**

- 28.
  - a. Where there is an electrical installation, other than Electricity Board 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, it 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 (Overhead Lines) Regulations 1988, Statutory Instruments 1988 No 1057.
  - b. Work including inspection and testing 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
  - c. The installations shall be inspected not less than once every 12 months [in case of underground installations 3 years]. 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.
  - d. 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.

**STORAGE OF LIQUIFIED PETROLIUM GAS (LPG)**

- 29. 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 the LP Gas Associations code of practice 7 “Storage of Full and Empty LPG Cylinders and Cartridges”.

Date Granted.....

Valid Until.....