

**CANNOCK CHASE DISTRICT COUNCIL**  
**APPLICATION FOR PERMISSION TO USE LAND**  
**(STREET TRADING CONSENT)**



Full Name of Applicant	
Business Name	
Address of Applicant <i>(Home Address and Business Address)</i>	
Contact telephone numbers	Home: Mobile:
Date of Birth:	Place of Birth:
National Insurance number	
Address of description of land to be used <i>(Please attach a plan including proposed layout, if appropriate)</i>	
Approx. dimensions of stall/trading unit/vehicle <i>(Tables/stalls should be no more than 4 metres in length and 1 metre in width. A photograph is required)</i>	
Is a vehicle to form part of your stall? If yes, please provide further details? <i>(ie, make, model and registration number etc)</i>	Yes / No
Date(s) for which permission is requested	
Hours of trading <i>(The council generally permit trading 0830hrs to 1700hrs)</i>	
Nature of goods to be sold for street trading purposes or description of the promotional materials to be distributed. <i>(see notes 1 and 2 overleaf)</i>	
If Charitable Society/Organisation requesting permission, please provide details, giving Charity Registration No. if relevant	

For new applications this form must be accompanied by:

- A COPY OF YOUR PUBLIC LIABILITY INSURANCE TO A MINIMUM VALUE OF £5,000,000 (5 MILLION POUNDS)
- THE RELEVANT PAYMENT OF EITHER £33.40 PER DAY (TOWN CENTRES) £345.00 PER ANNUM (MAIN ROADS AND LAYBYS) OR £345.00 PER ANNUM (PRIVATE LAND & TRADERS TRAVELLING AROUND THE DISTRICT )  
Cheques made payable to Cannock Chase Council  
Cash payments cannot be accepted
- A RISK ASSESSMENT COMPLETED BY A COMPETENT PERSON  
(If required-normally for larger events only)
- A RECENT PASSPORT SIZE PHOTOGRAPH OF THE APPLICANT
- A PHOTOGRAPH OF THE PROPOSED PITCH
- A RECENT DISCLOSURE AND BARRING SERVICE BASIC DISCLOSURE DATED WITHIN ONE MONTH OF THIS APPLICATION

For renewal applications this form must be accompanied by:

- A COPY OF YOUR PUBLIC LIABILITY INSURANCE TO A MINIMUM VALUE OF £5,000.000 (5 MILLION POUNDS)
- THE RELEVANT PAYMENT OF EITHER £31.50 PER DAY (TOWN CENTRES) £325.50 PER ANNUM (MAIN ROADS AND LAYBYS) OR £325.50 PER ANNUM (PRIVATE LAND & TRADERS TRAVELLING AROUND THE DISTRICT )  
Cheques made payable to Cannock Chase Council  
Cash payments cannot be accepted
- A RISK ASSESSMENT COMPLETED BY A COMPETENT PERSON  
(normally for larger events only)

I hereby make application for permission to use the land specified. If permission is granted, I hereby undertake  
(a) to indemnify Cannock Chase Council against any claims, actions, losses or demands which may be made against the Council, or which may incur in respect of injury (including fatal injury) to persons or damage to property (including damage to Council property) arising out of the use of the land as specified above, providing that such injury or damage is not caused by the negligence of the Council, its servants or agents, and  
(b) to effect any necessary insurance to support the indemnity.

**Please note that Cannock Chase District Council hold and use data in accordance with Data Protection Legislation. You should be aware that by signing this form you are agreeing that the information you have provided within it may be used and shared with other departments and agencies in order to assist in the prevention and detection of crime and to protect public funds.**

**How we use your personal information**

The information that you have provided will be used by Cannock Chase Council, who are the data controller, to allow us to carry out our statutory obligations in relation to the administration, compliance and enforcement of the licensing function within the District. We will only share your information with agencies involved in licence processing or licensing enforcement where the law requires or permits us to do so. For further information, please see: <https://www.cannockchasedc.gov.uk/council/about-council/data-protection/data-protection-privacy-notice>

**Signed**.....

**Date**.....

Please return the completed application form to:  
Licensing Unit, Cannock Chase District Council, Civic Centre, PO Box 28, Beecroft Road  
Cannock, WS11 1BG. Tel. 01543 462621; Fax 01543 464489  
EMAIL: [licensingunit@cannockchasedc.gov.uk](mailto:licensingunit@cannockchasedc.gov.uk)

## **NOTES**

- 1) IF YOU INTEND TO OFFER **FOOD** FOR SALE YOU MUST FIRST REGISTER YOUR FOOD BUSINESS WITH THE AUTHORITY WHERE THE CATERING UNIT IS STORED OVER NIGHT.
- 2) IF YOU INTEND TO OFFER **ALCOHOL** FOR SALE, YOU MUST MAKE SPECIFIC MENTION OF THIS ON THIS FORM, AND DISCUSS WITH THE LICENSING UNIT PRIOR TO MAKING THE APPLICATION.
- 3) THE LICENSING UNIT WILL ACCEPT A CRIMINAL RECORDS BUREAU BASIC DISCLOSURE FROM CRB SCOTLAND OR A POLICE PNC EQUIVALENT. THE CRB WILL NEED TO BE RENEWED ANNUALLY.

## **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT, 1982**

### **STREET TRADING CONDITIONS AS ADOPTED BY** **CANNOCK CHASE DISTRICT COUNCIL**

1. Street traders, in accordance with paragraph 7(8) of Schedule 4 to the Act, to be authorised to trade from a stationary vehicle or portable stall.
2. Street traders to be authorised to trade only at approved times and locations. Generally, hours of trading not to be later than 23.00 hours for hot food takeaways and 20.00 hours in respect of other traders. Late night trading in respect of hot food takeaways to be allowed on Thursdays, Fridays and Saturdays during the hours as stipulated on the consent and subject to satisfactory consultation with the Police and any appropriate Licence under the Licensing Act 2003.
3. Street traders to be authorised to trade only from approved stalls or vehicles and to be required to notify the Licensing Unit of any change of unit for written approval to operate.
4. Street traders to be required to maintain stalls and vehicles in a clean state and their structure in good order, repair and condition.
5. Street traders to be required to conduct their business in such a manner as to ensure that they do not:-
  - (a) Cause a nuisance to the occupiers of adjoining property.
  - (b) Cause an obstruction to other vehicles or pedestrians in the street.
  - (c) Cause a danger to occupiers of adjoining property or to other users of the street.
6. No street trader to be allowed to carry out any process or operation which may give rise to nuisance by reason of noise, vibration, smoke or smell.
7. No street trader operating in the District to be allowed to sell or display for sale goods within 50 metres of an established commercial premises dealing in the same commodities.
8. No street trader operating in the District to be allowed to sell or display for sale goods within 100 metres of any school premises unless specific approval to do so is included in the Consent.
9. Street traders operating in the District to be prohibited from selling cigarettes or tobacco to persons under 16 or to any school children.
10. Street traders to be required to supply suitable impervious refuse storage containers both on the store or vehicle and also adjacent to it if necessary.
11. Street traders to be required to remove all refuse and waste to any approved disposal area at the end of each working day.
12. Street traders to be required to comply with all relevant public health, safety and hygiene legislation to ensure the safe, hygienic production and/or sale of food.
13. All applicants must make arrangements with the Head of Environmental Health for any food stall or vehicle to be inspected and approved prior to the issue of a Street Trading Consent.
14. Street traders to be required to display a copy of their Consent in a prominent position on the stall or vehicle at all times during which trading takes place.
15. Street traders to be responsible for obtaining any relevant licence or permission under any other enactment or from any owner of land from which they propose to trade.
16. When street traders operate within the pedestrianised area, traders must comply with the loading and unloading conditions appropriate to the area.