



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE LICENSING (MISCELLANEOUS) SUB-COMMITTEE A

TUESDAY 10TH OCTOBER 2023

AT 11.00 A.M.

COMMITTEE ROOM, PARKSIDE, MARKET STREET, BROMSGROVE,
WORCESTERSHIRE, B61 8DA

MEMBERS: Councillors A. M. Dale, C.A. Hotham and B. Kumar

Reserve Member to be determined

AGENDA

LICENSING (MISCELLANEOUS) SUB-COMMITTEE A HEARING PROCEDURE (Pages 5 - 8)

1. Election of Chairman for the meeting
2. To receive apologies for absence and notification of substitutes
3. Declarations of Interest

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.
4. Application for a Street Trading Consent - in respect of a Layby on B4551, Bromsgrove Road, Romsley, Worcestershire, B62 0HH (Pages 9 - 56)
5. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman considers to be of so urgent a nature that it cannot wait until the next meeting.

Sue Hanley
Chief Executive (Interim)

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

2nd October 2023

**If you have any queries on this Agenda please contact
Pauline Ross
Democratic Services Officer**

**Parkside, Market Street, Bromsgrove, B61 8DA
Tel: 01527 881406**

Email: p.ross@bromsgroveandredditch.gov.uk



INFORMATION FOR THE PUBLIC

Access to Information

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000 has further broadened these rights, and limited exemptions under the 1985 Act.

- You can inspect agenda and public reports at least five days before the date of the meeting.
- You can inspect minutes of the Council, Cabinet and its Committees/Boards for up to six years following a meeting.
- You can have access, upon request, to the background papers on which reports are based for a period of up to six years from the date of the meeting. These are listed at the end of each report.
- An electronic register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc. is available on our website.
- A reasonable number of copies of agendas and reports relating to items to be considered in public will be made available to the public attending meetings of the Council, Cabinet and its Committees/Boards.
- You have access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned, as detailed in the Council's Constitution, Scheme of Delegation.

You can access the following documents:

- Meeting Agendas
- Meeting Minutes
- The Council's Constitution

at www.bromsgrove.gov.uk

Appendix

LICENSING SUB-COMMITTEE (Street Trading Consent)

HEARING PROCEDURE

1. The Chairman will open the hearing and ask Members of the Sub-Committee and officers present to introduce themselves.
2. The Chairman will ask all parties to the proceedings to introduce themselves.
3. In the event the Applicant is not represented, the Chairman will remind the Applicant that they can be represented by a legal representative at their own expense.
4. The Technical Officer (Licensing), Worcestershire Regulatory Services will present the report.
5. The Chairman will invite Members of the Sub-Committee and all other parties to the proceedings to put any relevant questions to the Technical Officer.
6. The Chairman will invite the Applicant and/or their representative to present their case and call any witnesses.
7. The Chairman will invite Members of the Sub-Committee and all other parties present to put any relevant questions to the Applicant and/or their representative.
8. Those who submitted representations will be invited to present their representations or elect a spokesperson (which may be a Councillor) to speak on their behalf. New representations must not be raised.
9. The Chairman will invite Members of the Sub-Committee and all other parties present to put any relevant questions to those who submitted representations.
10. Those who submitted representations will be invited to sum up.
11. The Applicant or their representative will be invited to sum up.
12. The Chairman will ask the Legal Advisor if there is any legal advice to be given.
13. At the conclusion of the hearing, Members of the Sub-Committee, the Legal Adviser and the Democratic Services Officer will withdraw from the meeting room, so that the Sub-Committee Members can reach their decision in private.

Appendix

14. **Once the Sub-Committee has reached its decision, the Members of the Sub-Committee, the Legal Adviser and the Democratic Services Officer will return to the meeting room. The Sub-Committee's decision, together with the reasons for the decision, will be announced by the Chairman.**
15. **The Sub-Committee's decision will be confirmed in writing to the Applicant and those parties who made representations within 5 working days.**

There is no right of appeal against the Council's decision to refuse to grant or revoke a Street Trading Consent.

Appendix

Please Note:

- 1) ***Each application coming before the Licensing Sub-Committee will be treated on its own merits. In determining an application for a Street Trading Consent, the Council will consider the following factors:***
 - (a) ***Consultation – relevant responses from consultees***
 - (b) ***Local Government Miscellaneous Provisions Act 1982***
 - (c) ***Bromsgrove District Council's Street Trading Consent Policy***
- 2) ***The Chairman may require any person who in his/her opinion is behaving in a disruptive manner to leave the meeting, and may refuse to permit that person to return, or permit him/her to return only on such conditions as the Chairman may specify. However, such person may, before the end of the hearing, submit in writing any information which he/she would have been entitled to have given orally at the meeting had he/she not been required to leave.***
- 3) ***Decisions may be taken in the absence of the Applicant or any other party. All notices and representations received from absent parties will be considered.***
- 4) ***Questioning must not be hostile or intended to unfairly undermine the position of any party.***
- 5) ***Late evidence will only be considered with the agreement of all parties present.***
- 6) ***In cases where a decision cannot be given at the end of the hearing, a decision will be made within 5 working days.***

This page is intentionally left blank

BROMSGROVE DISTRICT COUNCIL

LICENSING SUB-COMMITTEE

10TH OCTOBER 2023 AT 11AM

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT, 1982

CONSIDERATION OF THE GRANT OF A STREET TRADING CONSENT

PUBLIC HEARING	
Director:	Head of Worcestershire Regulatory Services
Contact Officer:	Ann May Technical Officer (Licensing) 01905 822799
Ward(s) affected:	Romsley
Appendices:	Appendix 1 – Application Form, photograph's and location map Appendix 2– Objection from Parish Council Appendix 3 – Objection from Councillor May Appendix 4 – Objection from 2 residential Neighbours Appendix 5 – Street Trading Policy

1. PURPOSE OF REPORT

- 1.1 To consider and determine an application for street trading consent in respect of the site below:

Layby On B4551, Bromsgrove Road, Romsley, Worcestershire, B62 0HH

Agenda Item 4

A copy of the application, with photographs and location map is attached at **Appendix 1**.

2. BACKGROUND

- 2.1 On 23rd August 2023 an application was received from Mr Stephen Coley to sell hot and cold food and none alcoholic drinks from a re purposed horse trailer located at the layby on B4551, Bromsgrove Road, Romsley B62 0HH.
- 2.2 The proposed trading hours are Monday to Wednesday, 08.00am to 14.00 hrs. Thursday and Friday 08.00am to 16.00pm, Saturday and Sunday 08.00 am to 14.00 pm.
- 2.3 The application contained all the requisite documentation required and it can be confirmed that a public notice was displayed the location, as per the requirement of the policy.
- 2.4 The application was circulated to the consultees set out at paragraph 3.3.1 in the Council's Street Trading Policy.

3. REPRESENTATIONS

A representation has been received from the Parish Council attached at **Appendix 2**

A representation has been received from the Ward Councillor, attached at **Appendix 3**

Two representations have been received from neighbouring residential premises, attached at **Appendix 4**

4. LOCAL POLICY CONSIDERATIONS

- 4.1 The Sub-Committee should have regard to the Council's Street Trading Policy and page 10, 3.7 Key Considerations, which is attached as **Appendix 5**.

- 4.2 The Street Trading Policy is available to download from the Council's website or to request a hard copy, contact Worcestershire Regulatory Services on 01905 822799 or email wrsenquiries@worcsregservices.gov.uk
- 4.3 The policy includes under "Key Considerations" that the Council will have regard to all of the circumstances and all of the representations and objections that it receives.
- 4.4 The Council will normally grant or renew a Street Trading Consent unless in its opinion one or more of the criteria at 3.7.2 are identified which would prevent the grant or renewal of a Street Trading Consent.

5. LEGAL IMPLICATIONS

- 5.1 In making its decision, the Sub-Committee is obliged to have regard to the street trading policy adopted by The Council.
- 5.2 The Sub-Committee must also have regard to the representations made and the evidence it hears.
- 5.3 The Sub-Committee must take such of the following steps as it considers desirable with a view to meeting the objectives of the Street Trading Policy:-
- (a) grant consent to the applicant as applied for;
 - (b) grant consent to the applicant subject to modifications to any of the following matters:
 - (i) the days on which trading can take place;
 - (ii) the times during which trading can take place;
 - (iii) the location(s) where trading can take place;
 - (iv) the articles that can be traded;
 - (v) the conditions attached to the Consent;
 - (vi) the duration of the Consent.
 - (c) refuse to grant Consent.
- 5.4 Paragraph 9 (5) of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 states that where a consent is surrendered or revoked, the council shall remit or refund, as they consider appropriate, the whole or a part of any fee paid for the grant or renewal of the consent.

Agenda Item 4

- 5.5 All parties to the hearing will be notified of the Sub-Committee's decision in writing within five working days of the conclusion of the hearing.
- 5.6 The Sub-Committee are advised that The Local Government (Miscellaneous Provisions) Act 1982 does not provide any direct right of appeal against a decision to revoke a street trading consent. Therefore a consent holder aggrieved by a decision to revoke a street trading consent, would only be able to challenge that decision by making an application for a judicial review
- 5.7 The hearing should be conducted in accordance with the agreed procedure.

6. FOR DECISION

- 6.1 The Sub-Committee must consider whether to grant or refuse the application made by Mr Stephen Coley.

Application for a Street Trading Consent



Bromsgrove
District Council
www.bromsgrove.gov.uk

GRANT APPLICATION RENEWAL APPLICATION

Full Name

Steven Paul Coley company name: CUPPA COLEY'S CAFE

Full Residential Address

Telephone Number

Email

National Insurance Number

Proposed Days/Hours of Operation

Monday	08:00-14:00	Friday	08:00-16:00
Tuesday	08:00-14:00	Saturday	08:00-14:00??
Wednesday	08:00-14:00	Sunday	08:00-14:00??
Thursday	08:00-16:00		

Description of articles sold

Breakfast sandwiches: bacon, sausage, eggs, tomatoes, mushrooms
Hotdogs and burgers
chips
Cold cobs: ham, cheese, salad
Hot and cold drinks

If you are selling food or beverages, the Local Authority with which you are registered as a Food Business Operator

Bromsgrove District Council

Proposed trading location (please attach a map indicating the exact location)

Lay-by on the Bromsgrove Road B4551 B620HH (opposite the junction with Day House Bank)

Description of mobile unit, including dimensions and vehicle registration number if relevant

A converted horse box
L – 14ft, H – 8ft, W - 6ft
Car registration: CK05YCM

Location of mobile unit when not trading (give full address)

--	--

Declaration

I hereby apply for a Street Trading Consent to sell goods in the street as a mobile trader.
I understand that any mobile unit will be inspected prior to the start of trading.
I enclose the following items with this application:

A colour photograph of the mobile unit	✓
A recent passport-sized photograph of the applicant	✓
Food Hygiene Training certificates (if relevant)	✓
Certificate of inspection for any fire extinguishers	
Certificates showing that electrical and gas installations have been tested and are safe.	✓
Public liability insurance to £5 million	✓
Plan showing proposed location of unit when trading.	✓
Evidence of Trade Waste Agreement	✓
Annual Consent Fee (cheques should be made payable to Bromsgrove District Council), or proof of payment	✓

Signed

--	--

Date

16/08/2023

Please return this form and supporting documents to:

Licensing Section
Bromsgrove District Council
Parkside
Market Street
Bromsgrove
Worcestershire
B61 8DA

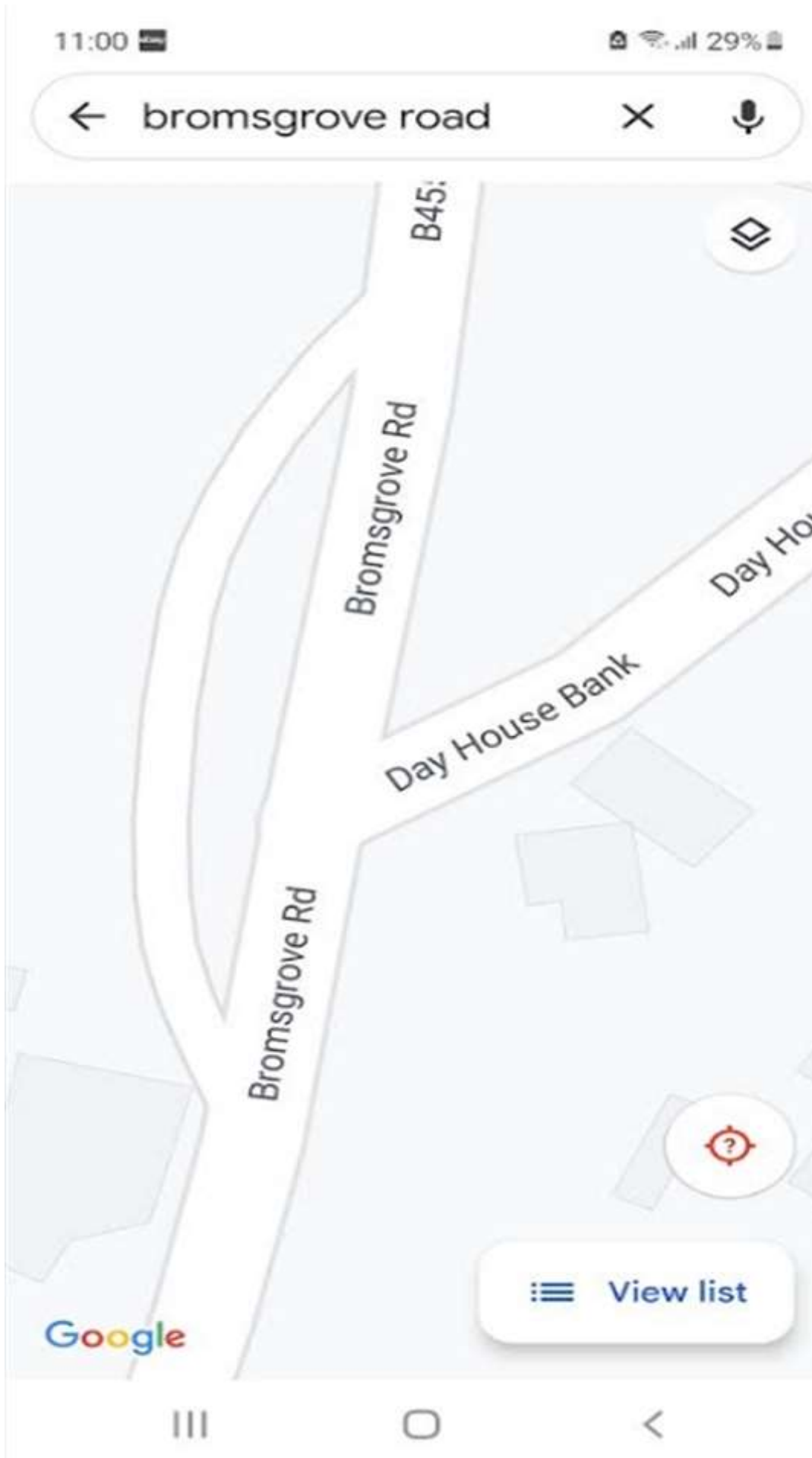
Worcestershire Regulatory Services, Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire, DY11 7WF

Tel: 01905 822799

Email: wrsenquiries@worcsregservices.gov.uk



This page is intentionally left blank



This page is intentionally left blank

Agenda Item 4



This page is intentionally left blank

Appendix 2

Good morning Ann

Romsley Parish Council objects to this application for the following reasons:-

1. Road safety concerns, due to the location opposite a dangerous junction at the bottom of Dayhouse Bank. This junction is already hazardous and the possibility of vehicles slowing down to get into the lay-by would add to the problem.
2. Residents would be concerned about litter being left by users.
3. This lay-be has already become an additional carpark for the adjacent house as well as the one opposite, who I am sure would not want the lay-by blocked by a horse box and the associated disruption of a food outlet at a residential location.
4. The layby is a bus stop for school children and the Parish Council would not support this type of food being available when they exist the bus.
5. Romsley currently has four food outlets already and the Parish Council supports our local businesses and feel this would impact on their business.

Kind regards

Ruth Mullett PSLCC (CiLCA) (FdA Community Governance)
Clerk to Romsley Parish Council
Website: <http://romsleyparishcouncil.gov.uk>
Email: romsleyparish@btinternet.com
Tel: 07907 976915

This page is intentionally left blank

Appendix 3

Good afternoon,

I hope this email finds you well.

I have written to WCC and asked that they look closely from a road safety prospective at this application as this layby is sited on a busy road. There have been several accidents in this immediate vicinity. The public house is now a private dwelling house and I believe this is an inappropriate place for a food wagon to be placed.

Kind regards

Karen

Councillor Karen May
Belbroughton and Romsley District Ward Member
Bromsgrove District Council
Parkside
Market Street
Bromsgrove
Worcestershire
B618DA
Email : k.may@bromsgrove.gov.uk
Web : www.bromsgrove.gov.uk
Tel : 07818085140

This page is intentionally left blank

Appendix 4

Dear Mrs A May,

I trust this letter finds you well. I am writing to voice my deep concern and strong opposition to the street trading application for a hot food van in the layby adjacent to our rural home, which is situated in a green belt area and near an accident hotspot. I believe that approving such an application in this particular location would not only be detrimental to our community but also pose serious safety risks, especially considering that a school bus collects/drops off children from this location.

Our home is located in a rural green belt area, and residents here have consciously chosen to live in this peaceful and scenic environment. The proposed hot food van, if permitted, would introduce a host of issues that are particularly concerning in our unique setting, and the situation is exacerbated by the fact that a school bus uses this layby daily:

Environmental Impact: The green belt area is intended to preserve the natural beauty and rural character of our surroundings. Allowing commercial activity like a hot food van would disrupt the ecological balance, potentially leading to litter, pollution, and damage to the pristine environment.

Safety Hazards: This location is already recognized as an accident hotspot due to its layout and proximity to Dayhouse Bank and Bromsgrove Road. The introduction of additional traffic generated by the van could significantly increase the risk of accidents, putting the safety of both residents, passing motorists, and schoolchildren at serious risk.

Traffic Congestion: Our rural roads are not designed to accommodate heavy traffic flow. The presence of a food van could lead to congestion, obstructing emergency vehicles, and making it increasingly difficult for the school bus to operate safely and efficiently.

Noise Disturbance: Operating a food van often involves loud machinery and customer interactions. This noise would not only disrupt the peace and quiet of our rural area but also potentially disturb children boarding the school bus.

Impact on Children's Safety: The layby and opposite layby are crucial pickup/drop off points for the school bus that collects our children. The presence of a commercial enterprise in this location could pose a direct threat to their safety as they embark and disembark from the bus.

Sanitation Issues: Operating a hot food van without providing access to toilet facilities for customers who consume drinks poses a considerable health and sanitation risk. Without adequate restroom options, patrons may resort to public urination or defecation, compromising hygiene standards and potentially spreading diseases.

Agenda Item 4

Food waste and litter: Running a hot food van where operators dispose of waste improperly and customers litter can lead to a concerning proliferation of vermin and significant health hazards for both local residents and the rural environment. Neglected waste attracts rodents and pests, creating an unsightly and unsanitary landscape that can contribute to the spread of diseases. Moreover, the presence of vermin in a rural area can disrupt the local ecosystem and harm indigenous wildlife.

Impact of Customers: Operating a hot food van in a rural location may inadvertently attract van drivers seeking a place to take breaks, which poses several risks to the tranquility and environment of the area. The potential for drivers to linger and dispose of rubbish inappropriately could result in increased noise levels and pollution, disrupting the peaceful ambiance of the countryside. This not only affects the quality of life for local residents but can also harm the delicate rural ecosystem. There may also be a potential risk to our children being subjected the unwanted attention from persons who are hanging around during collection/drop off times.

Impact on Property Values: The presence of a commercial enterprise in close proximity to our homes may adversely affect property values, causing financial losses for homeowners in the area.

Given the rural green belt nature of our location and the existing safety concerns at the layby, I strongly urge you to carefully consider the potential negative repercussions before making a decision on this street trading application. Preserving the natural beauty, tranquility, and safety of our rural community should be of paramount importance, especially considering the safety of our children.

I respectfully request that you deny the application for the hot food van in the layby next to our home in the interest of safeguarding our rural environment, the safety of our residents, and, most importantly, the well-being of our schoolchildren. The potential hazards this application poses to their safety are of utmost concern.

Thank you for your attention to this matter, and I look forward to hearing from you soon. Please make the decision that best serves the interests of our unique and cherished rural community.

Sincerely,

Agenda Item 4

Dear Ann,

I hope you are well.

Many thanks for your letter dated 24/08/2023 in ref to an application for proposed street trading. In short, myself and my household OBJECT to this application on the following grounds (this list is not meant to be exhaustive) : -

Littering is already a problem, just from the amount of rubbish thrown from cars we can spend at least an hour a week cleaning up to keep our landscape clean and our wildlife protected.

The lay-by in question regularly has many cars that park there. As the public footpath to the woodland area is popular with dog walkers and ramblers, visitors/school children from Boundless Outdoors. Not to mention parents picking their children up when the local school coaches arrive.

Also, a big concern of ours are the odours from cooking food which will undoubtedly fill my home, noise from generators, worries about public urination or worse when food and drink are provided with no toilet facility, access to our property - to name but a few.

We have been working on the grass areas at the front of our property, in line with the Pollenize.org network. Although this is a Plymouth based rewilding scheme we strongly believe it is in the interest of us all. Alongside projects like Rewilding Britain. We feel that having a food truck here will be detrimental to what we are trying to achieve when we moved to the countryside.

I have attached some images for your perusal : -

IMG_1210 = Main part of the lay-by where one bin is situated, surely not enough for a street trader.

If a trailer and vehicle are in the lay-by it would leave maybe two parking spaces for locals. There is also barely enough room to fit a vehicle past when cars are parked. Making the junction even more dangerous.

IMG_1214 = There are a number of services in this lay-by that require access 24/7 (i.e BT, Western Power and even the council when they empty the bin).

IMG_1216 = The start of my boundary line, looking away from the lay-by. As you can see new tarmac and cobble stones, supplied and fitted by myself. These were fitted last year after Doocey (one of the councils contractors) put an electric cable to the household recycle Centre in Quantry lane. They didn't replace the tarmac properly and smashed all my curb to pieces, so I paid out of my own pocket to make this safe for the general public. The gates on the Photo also require 24 hour a day access.

If you require, I am able to send more photos/CCTV videos of accidents that happen on that junction.

We would just like to once again voice our deep objection to this planning application and hope that our concerns are taken into consideration.

Kindest regards

This page is intentionally left blank







This page is intentionally left blank



Bromsgrove District Council

www.bromsgrove.gov.uk

Street Trading Policy



Approved to take effect on 1st December 2017

CONTENTS

SECTION	Page Number
1 Introduction	3
2 Designation of Streets	6
3 Applications	7
4 Duration of Consent	12
5 Conditions of Consent	13
6 Appeals	14
7 Complaints and Enforcement	15
8 Amendments to Policy	16
9 Fees and Charges	17
10 Definitions	18

ANNEXES

A Form of Public Notice	20
B Standard Conditions	21

1.0 INTRODUCTION

1.1 Bromsgrove District

- 1.1.1 Bromsgrove District Council is situated in the County of Worcestershire, which contains six District Councils in total. The Council area has a population of approximately 93,600 and in terms of area it covers approximately 84 square miles.
- 1.1.2 The Council area is mainly rural in character (90% of the area is classed as Green Belt) with two central urban areas of Bromsgrove Town and Rubery.
- 1.1.3 Whilst it is only 14 miles from central Birmingham, the Clent and Lickey Hills provide an important dividing line between the industrial Midlands and the rural landscape of North Worcestershire.
- 1.1.4 Bromsgrove District Council's overall vision is "working together to build a district where people are proud to live and work, through community leadership and excellent services." This policy statement accords with this overall vision and attempts to help further the Councils strategic purposes, which are:
- Keep my place safe & looking good.
 - Help me run a successful business
 - Help me to be financially independent
 - Help me to live my life independently
 - Help me find somewhere to live in my locality
 - Provide good things for me to see, do & visit



1.2 The Policy

- 1.2.1 This document states Bromsgrove District Council's Policy on Street Trading, as defined by the Local Government (Miscellaneous Provisions) Act 1982 (Section 3 and Schedule 4).
- 1.2.1 In exercising its discretion in carrying out its regulatory functions, Bromsgrove District Council will have regard to this Policy document and the principles set out therein.
- 1.2.2 Notwithstanding the existence of this Policy, each application will be considered on its own merits, with reference to the principles and procedures that are detailed in this Policy.

1.3 The Objectives of this Policy

- 1.3.1 This Policy recognises the important service that is provided by street traders and the contribution they make to the local economy.
- 1.3.2 The objective of this Policy is to create a trading environment in which street trading complements existing premises-based retailing activities, is sensitive to the needs and concerns of residents and provides diversity in terms of consumer choice.
- 1.3.3 The Policy aims to ensure that street trading does not undermine safe and efficient passage along public highways.
- 1.3.4 This Policy aims to balance the needs of the wider community, local community and street traders, against the needs of those who may be adversely affected by the street trading activities.
- 1.3.5 The Policy aims to provide consistency and transparency in the way in which the Council deals with street trading and to ensure that street trading is fairly, appropriately and proportionately controlled, in line with the Regulator's Code.

1.4 The Law

- 1.4.1 The Local Government (Miscellaneous Provisions) Act 1982 (Section 3 and Schedule 4) provides the legal framework for the control of street trading in England and Wales. This activity is defined as "*the sale and exposing or offering for sale any article, including a living thing, in a street.*" Streets are further defined as to include any road, footway, beach, or other area to which the public have access without payment.
- 1.4.2 The main purpose of this legislation is to establish an appropriate regulatory regime which prevents undue nuisance, interference or inconvenience to the public brought about by street trading. This legislation provides local authorities with the power to designate specific areas within their administrative boundaries as either:

- Prohibited Streets: those which are not open to street traders
- Consent Streets: where street trading is prohibited without Local Authority consent
- Licence Streets: where trading is prohibited without a Local Authority licence

1.4.3 Local authorities can place conditions on any Consent or Licence granted. The Act also creates offences associated with trading in Consent or Licence streets without the necessary authority: the person guilty of such an offence may be liable, on conviction, to a fine of up to £1000.

1.4.4 There are, however a number of exemptions provided in the Act, which are not considered to be street trading. These are detailed in Section 10 below (definition of 'Street Trading'). However it is important to note that exempted traders are still controlled by other regulatory legislation.

1.5 Licensing Act 2003

1.5.1 It should be noted that should a street trader wish to sell alcohol or provide late night refreshment, additional authorisation will be needed under the terms of the Licensing Act 2003.

1.5.2 Late night refreshment is the supply of hot food or drink between the hours of 11pm and 5am on any day of the week.

1.5.3 Licensing Officers will be able to provide further information on the requirements of the Licensing Act 2003.

2.0 DESIGNATION OF STREETS FOR THE PURPOSES OF STREET TRADING

2.1 Consent Streets

- 2.1.1 Bromsgrove District Council has resolved to designate all streets in the District (as existing at the time of the making of the resolution and in the future) as consent streets with effect from 1st December 2017.

3.0 APPLICATIONS FOR A STREET TRADING CONSENT

3.1 Advice for New Applicants

- 3.1.1 New applicants are advised to contact the Council at their earliest opportunity, preferably before an application is made. This allows Officers to provide advice, as well as clarifying any areas of uncertainty.
- 3.1.2 It is the responsibility of the applicant, in the first instance, to identify the location(s) in which they wish to trade as there is no designated list of street trading “pitches” that can be traded from.
- 3.1.3 The Council can also provide advice in relation to other legal requirements of a new Consent Holder, for example, planning permission or food safety requirements.

3.2 Applications

- 3.2.1 All applications for grant or renewal of a Street Trading Consent must be made on the Council’s prescribed application form.
- 3.2.2 Each application must be accompanied by the prescribed application fee. An application will not be considered as duly made until the prescribed application fee has been received.
- 3.2.3 The following will also be required to be submitted with the application form:-
 - Where the proposed trading is from a fixed location, a copy of a plan at a minimum scale of 1:2000, unless an alternative scale has been specified by a Licensing Officer. This plan should clearly identify the proposed site location by marking the site boundary with a red line.
 - Where the trading is proposed to take place on a mobile basis, a list of the relevant Towns/Parishes in which trading is proposed to take place providing details where possible about specific areas.
 - Confirmation that an adequate level of third party public liability insurance is, or will be, in place during street trading activity.
 - Where the trading is to take place from private land, documentary evidence that the landowner has given their consent to the applicant to trade from their land.
 - Two passport sized photographs of the applicant and any person who will be assisting with the trading on a regular basis. One of the photographs of each person must be endorsed with a statement verifying the likeness of the photograph to the applicant by a solicitor, notary, a person of standing in the community or any individual with a professional qualification.
 - A colour photograph of any trailer, stall or other vehicle from which the street trading activities are proposed to take place.

- Food hygiene certificates (where relevant)
- Proof of registration as a food business (where applicable)
- Satisfactory certificates confirming the safety of any gas or electrical installations within the trailer, stall or vehicle from which the street trading activities are proposed to take place.
- Certificates to confirm that any fire fighting equipment within the trailer, stall or vehicle from which the street trading activities are proposed to take place have been appropriately serviced and maintained.
- If a vehicle is to be used as part of the street trading activities, registration details of the vehicle including confirmation of the registered keeper of the vehicle and their address.
- Proof of the applicant's address and of their right to live and work in the United Kingdom.

3.2.4 Applications cannot be considered from anyone under the age of 17.

3.3 Processing an Application

3.3.1 Applications for grant or renewal of a Street Trading Consent will be notified by the Council to the following:-

- West Mercia Police
- Worcestershire County Council (Highways)
- Highways England
- The relevant Parish Council(s)
- The District Councillor(s) for the Ward(s) concerned
- Environmental Health Officers at Worcestershire Regulatory Services
- The Planning Authority
- Safer Bromsgrove
- Bromsgrove District Council Environmental Services
- North Worcestershire Economic Development and Regeneration (NWEDR) team
- Trading Standards
- The owners / occupiers of any residential and/or business properties in the vicinity of the proposed location of any static trading site.
- Any other relevant organisation

3.3.2 Additionally, where the application is for grant of a new Consent in respect of a fixed location, the applicant must also advertise their application by displaying the prescribed Public Notice at the relevant location for not less than 21 days beginning with the day after the application for Consent is made to the Council. The form of the Public Notice required is shown at **Annex A** to this Policy.

3.3.3 The Council will allow 28 days from the date that the application is received and confirmed as valid, for people to make representations or objections in relation to the application.

3.3.4 Representations or objections will be accepted from any of the bodies listed at 3.3.1 and any other individual or business that can demonstrate that they would be materially affected by the proposed street trading activities.

3.4 Determining Applications with no Representations or Objections

3.4.1 Where no representations or objections are received within 28 days of the application being received, Officers will grant Consent to the applicant in the terms that it was applied for.

3.5 Determining Applications through Mediation

3.5.1 Where a representation or objection is received in respect of an application, a Licensing Officer will, in the first instance, attempt to mediate between the relevant parties.

3.5.2 For example, it may be possible to find a compromise position in one of the following ways:-

- amending the times during which trading will take place;
- amending the days on which trading will take place;
- adding conditions to the Consent to address specific concerns;
- granting Consent for a trial period to assess the impact; or
- amending the list of articles to be sold.

3.5.3 Where all relevant parties agree to a compromise position, the Consent will be granted by Officers, subject to the agreed amendments.

3.6 Determining Applications Where Mediation Is Not Possible

3.6.1 Where representations or objections are received and it is not possible to reach an agreed compromise, the application can be referred, at the applicant's request, to the next available Licensing Sub-Committee for determination.

3.6.2 The Licensing Sub-Committee will be conducted in accordance with the Council's standard procedure.

3.7 Key Considerations

3.7.1 Each application will be considered on its own merits.

3.7.2 The Council will have regard to all of the circumstances and all of the representations and objections that it receives. The Council will normally grant or renew a Street Trading Consent unless, in its opinion,:-

- a significant effect on road safety would arise either from the siting of the trading activity itself, or from customers visiting or leaving the site; or
- there are concerns over the recorded level of personal injury accidents in the locality where the street trading activity will be sited; or
- there would be a significant loss of amenity caused by traffic, noise (whether from trading unit or its customers), light pollution, rubbish, air quality, potential for the harbourage of vermin; or
- there is already adequate like provision in the vicinity of the site to be used for street trading purposes; or
- there is a conflict with Traffic Orders such as waiting restrictions; or
- the site or pitch obstructs either pedestrian or vehicular access, or traffic flows, or places pedestrians in danger when in use for street trading purposes; or
- street trading activities would undermine the safe and efficient passage along public highways and cause congestion; or
- the pitch interferes with sight lines for any road users such as at road junctions, or pedestrian crossing facilities; or
- the site does not allow the Consent Holder, staff and customers to park in a safe manner; or
- the trading activity would detract from the visual or other attractions of the area in which it takes place, particularly designated Conservation Areas, Areas of Outstanding Natural Beauty and Sites of Special or Scientific Interest; or
- street trading activities would conflict with the solemnity and tranquillity that can reasonably be expected at sensitive locations, such as close to a place of worship, cemetery, crematorium etc; or
- the street trading activity is carried out after dusk and the site is not adequately lit to allow safe access and egress from the site for both customers and staff; or
- a Consent has already been granted to another person to trade similar articles in the immediate vicinity.
- the proposed consent holder is not considered to be a suitable person to be granted a street trading consent for any reason.

3.8 Options Available to Licensing Sub-Committee

3.8.1 When determining an application for grant or renewal of a Street Trading Consent, a Licensing Sub-Committee can take any of the following steps as is considered desirable with a view to meeting the objectives of this Policy:-

- (a) grant consent to the applicant as applied for;
- (b) grant consent to the applicant subject to modifications to any of the following matters:
 - (i) the days on which trading can take place;
 - (ii) the times during which trading can take place;
 - (iii) the location(s) where trading can take place;
 - (iv) the articles that can be traded;
 - (v) the conditions attached to the Consent;
 - (vi) the duration of the Consent.
- (c) refuse to grant Consent.

3.8.2 In the interests of transparency, reasons will be given for any decision taken by a Licensing Sub-Committee.

3.9 Grant of Consent

3.9.1 The grant of a street trading consent does not guarantee the holder of the Street Trading Consent unimpeded access to the location(s) where they are permitted to trade.

3.9.2 There may be occasions where the trading location(s) specified on the Street Trading Consent may be unavailable to the holder of the Street Trading Consent for reasons beyond the control of the Council.

4.0 DURATION OF STREET TRADING CONSENTS

4.1 Duration

- 4.1.1 A Street Trading Consent may be granted for any period not exceeding 12 months, but may be revoked at any time.
- 4.1.2 The holder of a Street Trading Consent may at any time surrender their Consent to the Council, and it shall then cease to be valid
- 4.1.3 A Street Trading Consent will normally be granted for 12 months and will then expire.
- 4.1.4 The Council will consider granting a Street Trading Consent for a shorter duration than 12 months on application.
- 4.1.4 A Street Trading Consent may be granted for a shorter period as determined either through the mediation process described at Paragraph 3.5 or by a Licensing Sub-Committee. Consents lasting less than 12 months may be granted to provide a “trial period” during which any adverse impact of the trading can be assessed.

4.2 Renewal

- 4.2.1 Applications to renew an existing Street Trading Consent must be made at least 28 days prior to the expiry of the existing Consent.
- 4.2.2 If applications for renewal are not received at least 28 days prior to the expiry of the existing Consent, applications from other prospective traders wishing to trade at the relevant location will be considered.

5.0 CONDITIONS ATTACHED TO CONSENTS

5.1 Standard Conditions

- 5.1.1 When granting or renewing a Street Trading Consent, the Council may attach such conditions to it as they consider reasonably necessary.
- 5.1.2 Street Trading Consents will usually be granted subject to the standard conditions detailed in **Annex B** to this Policy.

5.2 Additional Conditions

- 5.2.1 Additional conditions, over and above the standard conditions, may be imposed on a Street Trading Consent on a case by case basis. Additional conditions may be attached either as a result of the mediation process described at Paragraph 3.5 or by a Licensing Sub-Committee when granting Consent.

6.0 APPEALS

6.1 Refusals / Attached Conditions

- 6.1.1 The Act does not provide an applicant with any direct right of appeal against a decision to refuse the grant or renewal of a Street Trading Consent, the revocation of a Street Trading Consent, or against any restrictions or conditions imposed on a Street Trading Consent.

7.0 COMPLAINTS AND ENFORCEMENT

7.1 General Principles

- 7.1.1 It is recognised that well-directed enforcement activity by the Council benefits not only the public but also responsible members of the trade.
- 7.1.2 All decisions and enforcement actions taken by the Licensing Authority will be taken in accordance with the Regulator's Code.

7.2 Offences

- 7.2.1 The following are offences under Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982:-
- engaging in street trading in a prohibited street;
 - engaging in street trading in a consent street without Consent;
 - contravention of a condition in relation to trading location; and
 - contravention of a condition in relation as to the times between which or periods for which a Consent Holder can trade.

7.3 Complaints

- 7.3.1 Where complaints are received regarding the carrying on of street trading activities, these will be investigated in a prompt and professional manner.
- 7.3.2 If a complaint is found to be justified then the following actions may be taken by Officers:-
- verbal warning;
 - written warning;
 - simple caution;
 - prosecution; or
 - referral of the Consent Holder to a Licensing Sub-Committee.
- 7.3.3 If an existing Consent Holder is referred to a Licensing Sub-Committee, the Licensing Sub-Committee may take any of the following steps as are deemed desirable to meet the objectives of this Policy:-
- take no further action;
 - give a warning to the Consent Holder;
 - amend the days on which trading can take place;
 - amend the times during which trading can take place;
 - amend the location(s) where trading can take place;
 - amend the articles that can be traded;
 - amend the conditions attached to the Consent;
 - amend the duration of the Consent; or
 - revoke the Consent.

8.0 AMENDMENTS TO THIS POLICY

- 8.1 Any significant amendment to this Policy will only be implemented after further consultation with the trade and the public.

For the purpose of this section, any significant amendment is defined as one that:-

- a) is likely to have a significant financial effect on licence holders;
- b) is likely to have a significant procedural effect on licence holders; or
- c) is likely to have a significant effect on the community.

9.0 FEES AND CHARGES

- 9.1 The fees charged by the Authority for Consents to trade should at least cover the cost of administering and enforcing the service.
- 9.2 The fees will be reviewed at least on an annual basis and published on the Council's website.
- 9.3 It is possible for the Authority to charge different fees for Consents that are for different durations or locations. Different fees can also be charged depending on the nature of the articles being sold and depending on whether the trading takes place at a single location or on a mobile basis.
- 9.4 Street trading fees may be waived at the discretion of the relevant Corporate Head of Service, acting in consultation with the Chairman and Vice-Chairman of the Licensing Committee. Fees may only be waived in relation to charitable or community events, or events of a similar nature. Each event will be judged on its own merits.

10.0 DEFINITIONS

TERM	DEFINITION
Authorised Officer	An Officer of the Council authorised by it to act in accordance with the provisions of the Local Government (Miscellaneous Provisions) Act 1982.
Consent	A Consent to trade on a street granted by the Council, pursuant to Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982.
Consent Holder	The person or company to whom the consent to trade has been granted by the Council.
Consent Street	A street in which street trading is prohibited without the consent of the Council.
Council	Bromsgrove District Council
Days	Refers to consecutive or calendar days unless specified otherwise.
Prohibited Street	A street in which street trading is prohibited
Street	Any road, footway or other area to which the public have access without payment, or any part of a street, including all roads, footways and areas open as a matter of fact to the public without payment, within the distance of 30 metres from the centre of those streets which are part of the public highway.
Street Trading	<p>The selling or exposing, or offering for sale of any article (including a living thing) in any street. The following are not street trading for the purposes of this Policy:-</p> <ul style="list-style-type: none">• a pedlar with a Pedlar's Certificate;• anything done in a Market or Fair the right to hold which was acquired by virtue of a grant (including a presumed grant) or acquired or established by virtue of an Enactment or Order;• trading in a trunk road picnic area provided by the Secretary of State under Section 112 of the Highways Act 1980;• trading as a newsvendor selling only newspapers/magazines;• trading which is carried out at premises used as a petrol filling station, or at premises used as a shop, or in a street adjoining premises so used, and as part of the business of the shop;• selling things, or offering or exposing them for sale, as a roundsman;

Agenda Item 4

- the use for trading, under Part VIIA of the Highways Act 1980, of an object or structure placed on, in or over a highway;
- the operation of facilities for recreation or refreshment under Part VIIA of the Highways Act 1980;
- the doing of anything authorised by regulations made under Section 5 of the Police, Factories etc (Miscellaneous Provisions) Act 1916.

Street Trading
Assistant

A person engaged by the Consent Holder to assist them with their trading.

A street trading assistant will be deemed to be assisting a Consent Holder on a regular basis if they will be engaged to assist them on more than 14 days per calendar year.

ANNEX A

**NOTICE OF APPLICATION FOR GRANT
OF A STREET TRADING CONSENT**

Name of Applicant	
Location	
Summary of application (hours of trading, articles to be sold, etc):	
<p>NOTICE IS HEREBY GIVEN that an application has been made to Bromsgrove District Council for a Consent to carry out street trading at the above location</p> <p>Copies of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 (which defines the type of activity that may be carried on under a Consent) and of the application may be inspected at the Customer Contact Centre, Parkside, Market Street, Bromsgrove, Worcestershire, B61 8DA between 9.00 am and 4.00 pm (Monday to Friday except public holidays).</p> <p>Any representations or objections in respect of the above application must be made in writing to the council at the above address by</p> <p>_____</p> <p>(28 days after the date of the application)</p>	

ANNEX B

STREET TRADING CONSENT STANDARD CONDITIONS

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

Street Trading Consents are issued by this Council subject to the following Standard Conditions, in so far as they do not conflict with, or are amended by, any special conditions imposed on the grant of a Consent:-

Nothing herein contained shall prejudice the rights, powers, duties and obligations of the Council or any other enforcing authority under any public or private statutes, orders, regulations or byelaws.

- The Consent shall be valid for the period specified in the Consent, but this period shall not exceed 12 months.
- The Consent may be revoked by the Council at any time, including as a result of a breach of these conditions.
- A Consent shall be required for each trading unit (e.g. each vehicle or stall).
- A Consent shall not be assigned or transferred.
- Street trading must only be carried on by the Consent Holder or by a person engaged by the Consent Holder to assist in their trading.
- The Consent Holder must provide details and proof of the name, address, date of birth and a photograph of any person assisting them with their trading on a regular basis.
- The Consent Holder must notify the Council of any change to their address or the address of any person assisting them with their trading on a regular basis.
- Any person assisting a Consent Holder on a regular basis must be at least 17 years of age.
- Consent Holders, and any person assisting them on a regular basis, shall at all times, clearly and visibly display a valid identification badge. The badge is to be issued by the Council.
- The Council may vary or make additions to the Conditions or a Consent at any time.
- The Consent shall be limited to the days of the week, and between the hours each day, as stated on the Consent.
- The Consent Holder and/or his assistants shall only sell, or offer for sale, those goods specified in the Consent granted to the Consent Holder.

Agenda Item 4

- The Consent Holder, and/or his assistants, shall only trade at the location(s) specified in the Consent.
- The Consent Holder or their assistants must allow Council officers to inspect their trading facilities and should offer all reasonable assistance to them.
- The Consent Holder, and/or his assistants, must not cause an obstruction of any street or endanger any person using it.
- The Consent Holder, and/or his assistants, must not cause nuisance (whether from noise, smell, litter or light) or annoyance by reason of the street trading activity, whether to persons using or living in the street or otherwise. In particular, but without prejudice to the generality of the foregoing, the Consent Holder shall ensure that his customers or patrons conduct themselves in an orderly manner.
- Where a trader trades from a fixed location, at least one refuse container must be provided for use by customers.
- When leaving a site the trader shall ensure that the locations in the immediate vicinity of where he has been trading are clear of refuse and waste arising from the trading.
- Traders must arrange the removal and disposal of waste arising from their trading in a lawful manner and produce evidence of any relevant trade waste agreement when required by an Authorised Officer or the Council.
- No waste matter shall be discharged onto a street or be allowed to enter a highway drain.
- The use and storage of liquefied petroleum gas shall comply with all current, relevant legislation and Codes of Practice.
- No television, radio, tape player or other device used for the entertainment of the Operator, shall be audible outside, or beyond, the trading unit.
- All signs advertising the business must be no more than 75 metres from the trading unit.

NOTE: The requirements as to signs advertising the business do not imply the right to display such signs which may require a necessary planning permission.

- At the end of each trading period the trader shall remove any signs advertising the business, with the exception of those attached to the vehicle or stall used for the purposes of the Street Trading Consent.
- No television, radio, tape player or other device used for the reproduction or amplification of sound during trading shall be at a level which causes nuisance or annoyance to persons using or living in the street.
- Any vehicle, stall or container used by the Consent Holder in the course of street trading shall be constructed and maintained to the satisfaction of all

Agenda Item 4

reasonable requirements of the Council, the Police, Fire Officer and Highway Authorities as to its construction, safety and appearance and any changes to vehicles used in the course of trading must be notified to the Council.

- The Consent holder or his employee must move his trailer, vehicle, stall or any signage associate with their trading or vacate the site immediately upon the instruction of a Police Officer or Authorised Officer of the Council.
- The Consent Holder shall at all times maintain a valid Third Party Public Liability Insurance Policy to the satisfaction of the Council and shall produce a valid certificate of such insurance at any time upon request by an authorised Officer of the Council.
- The Consent Holder must ensure any gas and electrical installations are properly maintained and the relevant safety certificates must be produced on request from an Authorised Officer of the Council.
- The Consent Holder, and/or assistants, shall not trade whilst intoxicated and should behave in a civil and orderly manner at all times when trading.
- Consent holders, and any/or assistants, should wear clean and appropriate clothing.
- The Consent Holder must notify the Council within 7 days if any of the information provided when applying for the consent changes.

A Street Trading Consent does not operate as a consent for any purpose other than to permit the holder to trade on a Consent Street in accordance with any conditions imposed. The Consent Holder must ensure that he has obtained any other consent, approval or registration required under any other statutory provision relevant to his trade.

In these conditions "Consent" means a consent issued under Paragraph 7 of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982; "Consent Holder" means the person named on the Street Trading Consent issued by the Council and any person employed by him to assist in his trading; "Council" means the Bromsgrove District Council.

This page is intentionally left blank