



APPLICATION FOR GRANT OF STREET TRADING CONSENT

- STATIC TRADING ONLY -

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

This application is for a **static** street trading consent where traders are looking to make a commercial profit. The consent permits trading at a specific location on a consent street* for up to one year.

*A list of streets, where street trading is prohibited in the Three Rivers District, is attached to this application form.

The application must be submitted to the Licensing Authority at least 30 days before you wish to start trading. It is an offence to carry out street trading activities without a consent in place.

The application form must be fully completed and submitted with all the relevant supporting documents and fee.

Incomplete applications will not be validated or processed. The Licensing Authority will return any incomplete or invalid applications to the applicant if a period of 1 month has passed without the application being validated.

Current consent fee

Standard consent	£228.00
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CHECKLIST

Please tick off each of the following required documents which you are submitting with this application form

<input type="checkbox"/>	Application fee, paid by card by calling 01923 776611
<input type="checkbox"/>	Detailed plan, showing precise location of intended trading location(s)
<input type="checkbox"/>	Clear passport style photograph of the applicant
<input type="checkbox"/>	Basic disclosure certificate (dated within the last 3 months) for the applicant
<input type="checkbox"/>	Two forms of ID for applicant, at least one photographic and one showing evidence of home address
<input type="checkbox"/>	Evidence of right to reside and work in UK for applicant
<input type="checkbox"/>	Public Liability certificate of insurance
<input type="checkbox"/>	Valid food safety/hygiene certificates (food business only)
<input type="checkbox"/>	Evidence of registration of the food business with the appropriate Local Authority and food hygiene rating (food business only)
<input type="checkbox"/>	Copy of trade/commercial waste removal contract, including oil if relevant.
<input type="checkbox"/>	Consent to use the proposed site location from the land owner
<input type="checkbox"/>	Proof of planning permission(s) if required, please contact Three Rivers Planning Department for advice
<input type="checkbox"/>	Authorisation under the Licensing Act 2003, if providing late night refreshment or selling alcohol



APPLICATION FORM FOR GRANT OF STATIC STREET TRADING CONSENT

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What type of consent is being applied for (please tick):

- New
- Renewal

SECTION 1 - APPLICANT DETAILS

Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other title <input type="checkbox"/>	
Full name	
Date of birth	
Full address	
Telephone no.	
Mobile no.	
Email address	
Do you have permission to work in the UK?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever had a consent refused or revoked by any authority?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, provided full details of dates and reasons – you may attach the notice of decision if easier.	
Name of trading business	
Registered address	
Registration no.	

SECTION 2 – DETAILS OF PROPOSED TRADING

<p>Proposed trading location Please give details and provide an accurate site plan identifying where stall will be situated</p>			
<p>Has the land owner's permission been given? Please submit written consent from landowner</p>	Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/>		
<p>Proposed trading period Specify the dates of start and end for the consent, please note this cannot exceed one year. E.g. 01/01/2022 to 31/12/2022</p>		to	
<p>Proposed trading days Specify the days of the week you will be trading. E.g. Monday to Friday or Friday, Saturday and Sunday every week. If you are only trading on specific dates, please list</p>			
<p>Proposed trading times Specify the exact times of trading and on what days in 24hr clock format. Please note that any parking restrictions in place must be complied with at all times.</p>			
<p>Proposed articles to be sold Please provide a list of <u>all</u> articles to be sold</p>			
<p>Will you be selling food/drinks?</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>		
<p>If yes, which Local Authority is your business registered with? Please provide your registration certificate</p>			
<p>What is your current Food Hygiene Rating? You must hold and maintain a minimum score of 3 out of 5. Please provide evidence.</p>			
<p>Do you intend to sell hot food or hot drinks after 11pm and before 5am? If you say YES you will need to also provide evidence of your authorisation under the Licensing Act 2003.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>		
<p>Do you intend to sell or supply alcohol? If you say YES you will need to also provide evidence of your authorisation under the Licensing Act 2003.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>		

<p>Dimensions and nature of trading stall</p> <p><i>e.g. gazebo, trailer, catering van, table</i></p> <p><i>Full description and approximate dimensions required accompanied by colour photographs of front, sides and back of stall</i></p>	
<p>Where is the stall stored when not trading?</p> <p><i>The stall needs to be removed from site after each day's trading. Please provide proof of landowner's permission for stall to remain on site if this has been given</i></p>	

SECTION 3 - DECLARATION

Please ensure that you have completed the application form fully before submission, included all the required supporting documents as listed in the checklist, paid the relevant fee and that you have read and understood the Street Trading conditions and the list of prohibited and consent streets.

I hereby make an application to Three Rivers District Council for the grant of a Street Trading consent, subject to any legislation, statutes, regulations, policies, byelaws and conditions relating to the same for the time being in force.

I declare that I have checked the information on this application and, to the best of my knowledge and belief, it is correct. I understand that it is an offence for any person to knowingly or recklessly make a false statement or to omit material information for which I could be prosecuted, and any consent issued revoked.

I declare that I have supplied all the appropriate supporting documentation listed in the above checklist, and I am aware that if any of the information supplied on this application should change, I need to inform the Council in writing and pay the fee for amending the consent, if applicable.

I understand that I must undertake to comply with all relevant legislation, byelaws, policy and conditions of consent as are now, or may hereafter be in force, for regulating street trading.

Signature:

Applicant name:

Dated:

The information you provide on this form will be used by Three Rivers District Council for licensing purposes.

We may share your information and make any other necessary enquiries regarding your application with other departments and statutory organisations in relation to the application. Your personal information will be processed in line with Data Protection legislation and we will not disclose information about you to anyone outside the Council unless the law permits or requires us to.

We will retain your data for as long as it is required for our administrative use, after which it will be securely disposed of.



PROHIBITED and CONSENT STREETS

Local Government (Miscellaneous Provisions) Act 1982 – Street Trading

At the Council meeting on 10th July 2007 (and subsequently) the Three Rivers District Council resolved to adopt certain provisions of the above legislation relating to street trading.

The effect of the proposals will be:-

- (a) To provide a list of roads where street trading will be prohibited completely (designated as Prohibited Street); and
- (b) To prohibit street trading in all other roads without the written consent of the Council (designated Consent Streets).

The new list of Prohibited and Consent Streets are as follows:-

PROHIBITED STREETS

These are streets where Street Trading is prohibited and an application for Street Trading Consent will be refused.

Trunk Roads

- A41
- A405 - between A41 and Watford Borough boundary.
- A405 - that part which lies between the roundabout at Long Lane and the A412 Denham Way.
- A405 - that part of the road which lies within the Three Rivers District at Garston.

Principal Roads

All of the following roads which lie within the Three Rivers District:-

- A412
- A404
- A4145
- A4008
- A4125

Abbots Langley

- High Street
- Langley Road
- Adrian Road
- School Mead
- Abbots Road
- The Crescent
- St Lawrence Close
- Chequers Lane
- Langleybury Lane to 200m from A41
- College Road
- High Elms Lane
- Bucknalls Lane from its junction with the A405 to Tudor Manor Gardens

Bedmond

- Bedmond High Street
- Station Road
- Lower Road

- Primrose Hill

Carpenders Park

- Delta Gain
- Carpenders Avenue

Chorleywood

- Station Approach
- Link roads between A404 and North Hill
- Heronsgate Road
- Whitelands Avenue

Croxley Green

- The Green.

At the Regulatory Services Committee of 6th December 2017 it was agreed that trading be prohibited with 50m of any School Boundary unless written permission is ascertained from the Head Teacher.

CONSENT STREETS

Any other street within the District of Three Rivers not designated as a Prohibited Street subject to meeting the application criteria specified on the application form.