



North Tyneside Council

Pavement Licence

Business and Planning Act 2020

Application Form

North Tyneside Council
Quadrant
Cobalt Business Park
The Silverlink North
North Tyneside
NE27 0BY

Date received		App no.	PLICTC 02625
---------------	--	---------	--------------

Fee paid		Receipt no.	
----------	--	-------------	--

Please read before completing

This form must be completed in full and submitted by email along with all required supporting information. The associated fee can be paid following approval of your application by BACS transfer using the details in part D.

1. Please complete the whole of the application form and provide the additional documentation as indicated; failure to do so will mean that your application can not be accepted.
2. If you have any queries filling out the application form, please email pavementlicensing@northtyneside.gov.uk
3. The form must be submitted by email to pavementlicensing@northtyneside.gov.uk
4. The application will be subject to a public consultation period of 14 days starting on the day after a valid application is made. Once the application has been processed by the Authority, it will also be advertised on the Authority's website.
5. You must, on the same day the application is made, fix a notice of the application to the premises so that it is readily visible to members of the public who are not on the premises. You should be able to provide evidence that you have done this. The notice must remain in place until the end of the consultation period. A template notice is available on the Authority's website.
6. It is recommended that you talk to neighbouring businesses and occupiers prior to applying to the Authority so that you can take potential noise and nuisance issues into account in your proposal.
7. The determination period is 14 days beginning with the first working day after the end of the public consultation period.
8. A pavement licence will be granted subject to conditions. These may reflect those set out in the Business and Planning Act 2020, those published by the relevant Secretary of State, and local conditions set by the Authority.

9. If granted the licence will be for a maximum duration up to two years.
10. The grant of a pavement licence only permits the placing of furniture on the highway; other regulatory frameworks still apply such as the need for alcohol licences and the need for food business registration.
11. If an applicant breaches any condition of the licence, then the Authority may revoke the licence or serve on the licensee a notice requiring the taking of such steps to remedy the breach as specified in the notice within the time specified. If the breach is not remedied, then the Authority may revoke the licence or take the steps itself and recover the costs of doing so from the licensee. The licence may also be revoked if all or any part of the area of the highway to which the licence relates has become unsuitable for any purpose for which the licence was granted or as a result of the licence there is a risk to public health or safety; anti-social behaviour or public nuisance is being caused or risks being caused; the highway is being obstructed (other than by anything done by the licensee pursuant to the licence); anything material stated by the licensee in their application for a licence was false or misleading or the licensee failed to properly fix a notice of the application to the premises so that it could be easily read and ensure that such notice remained in place until the end of the 14 day consultation period.

If you need us to do anything differently (reasonable adjustments) to help you access our services, including providing this information in another language or format, please contact pavementlicensing@northtyneside.gov.uk or telephone 0191 643 6131.

Part A:	Applicant Details	
Title	Mr	
Full Name	Shawn David Darling-Cooper	
Address		
Postcode:		
Tel:		
Email		
Confirm email		
Does applicant have day to day control of business?	Yes –	
Is the applicant the freeholder /	Freehold Owner: Yes Leaseholder: (If leaseholder please provide name and address of freeholder)	

lease holder or owner	
--------------------------	--

Part B: Premises address and location and size of proposed pavement licence area

Please specify the name and address of the premises and attach a location plan and photograph showing the premises and the proposed pavement licence area so that the application site can be clearly identified.

Dimensions of proposed pavement licence area:

KORK Wine and Deli
74 Whitley Road
Whitley Bay
NE26 2NE

Dimensions of proposed pavement licence area:

The front of the shop is 4.55m wide.

The are in front is 4.98m deep from kerb edge to shop front.

We will be maintaining a seating area of 4.55m x 2.95m.

2m maintained for pedestrians

Part C: About the proposed use of the pavement area

Specify the purposes for which the pavement licence is to be used including duration:

To serve dinks and food to customers outside the shop Monday – Sunday 9am – 9pm and not directly on the public pavement.

Proposed days of the week on which, and the times of day between which it is proposed to put furniture on the highway.	Monday - 9am-9pm	hours	Friday - 9am-9pm	hours
	Tuesday - 9am-9pm	hours	Saturday - 9am-9pm	hours
	Wednesday - 9am-9pm	hours	Sunday - 9am-9pm	hours
	Thursday - 9am-9pm	hours		

How many tables and chairs do you propose to place on the highway?

Up to 4 tables with up to 12 chairs

Please indicate the type of furniture you propose to place on the highway (you may attach photos)

Suitable metal outdoor tables and chairs

Please indicate any other equipment you intend to use e.g., counters, stalls, tables, chairs, benches umbrellas, barriers heaters and any other articles in connection with the outdoor consumption of food or drink.

We are looking to purchase a retractable canopy attached to the shop and windbreak planters.

Where will the pavement licence furniture and other items will be stored outside the operating period?

Inside the shop.

How will the furniture and other items be configured in the pavement licence area (please include a plan)

Plan attached to e-mail.

Please indicate on the plan where tables and chairs etc come within the proximity of premises, adjacent building, lighting columns or trees.

Please see plan attached

How will the boundary of the pavement licensed area be defined?

Planters as windbreakers to define the area. They will not be on the public highway only on our property.

Please provide details of the fencing or barriers, if any, to be used as a boundary.

Wooden Planters

Please describe how you intend to mitigate any noise or disturbance from customers using the proposed pavement licensed area to the occupiers of nearby commercial and domestic properties.

By following the licensing guidelines. Staff will constantly check on the safety and behaviour of customers to check for any anti-social behaviour.

Part D: Information on fees

The information below sets out the permanent licence fees for a maximum two-year period.

New Licence Application Fee	£146
-----------------------------	------

Renewal Application Fee	£102
-------------------------	------

Payments to be made to:

Account Name:	North Tyneside Council
---------------	------------------------

Bank Name:	Barclays Bank PLC
------------	-------------------

Address:	49/51 Northumberland Street Newcastle –upon–Tyne NE1 7AF
----------	--

Sort Code:	20-59-42
------------	----------

Account No:	43141551
-------------	----------

IBAN No:	GB95 BARC 2059 4243 1415 51
----------	-----------------------------

BIC No: (Swift)	BARC GB22
-----------------	-----------

Remittance address:	North Tyneside Council Income Management Section Cobalt Business Park Silverlink North North Tyneside NE27 0BY
---------------------	---

Telephone No:	0191 643 7207 / 643 7232
---------------	--------------------------

Fax:	0191 643 2425
------	---------------

E-mail address:	remittances@northtyneside.gov.uk
-----------------	--

Part E: Details of Public Liability Insurance

Insurance Company Accelerant

Policy No
Date start 24/07/2024
Date expires 23/07/2025
Amount insured (must be no less than £5 million) Note a licence will not be issued without valid cover
Public Liability £5,000,000
Employers Liability £10,000,000
Please attach a copy of the Certificate of Insurance

Indemnity

North Tyneside Council shall be indemnified against any claim, actions, proceedings or loss or damage arising as a result of any licence or permit which may be granted in respect of this application.

Additional Information

--

DECLARATION

I certify that:

- 1) All information set out in this form is correct.
- 2) I understand that the Authority's published conditions and any other conditions considered to be reasonable by the Authority may be attached to my licence.
- 3) I understand that the Authority has the right to revoke or suspend the licence and that no compensation will be payable.
- 4) I understand that payment for the licence must be made before the licence will be issued.
- 5) I understand that the licence will be valid for a maximum of two years or shorter periods if appropriate.

Signed	Dated

Print Name

Shawn Darling-Cooper