

**CARAVAN SITES AND CONTROL OF
DEVELOPMENT ACT 1960**

CARAVAN SITE LICENCE

**Craigendmuir Caravan Park
3 Campsie View, Stepps, Glasgow, Lanarkshire G33 6BE**

is hereby licensed for the operation of a Residential Caravan Site, Holiday Site and Towing Site in terms of Part 1 of
The Caravan Sites and Control of Development Act 1960

This licence is issued subject to compliance with the enclosed Schedule of Conditions.

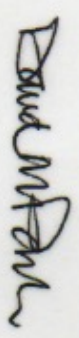
Date of Issue: 9th February 2005

Name of licence holder in respect of the above named site

Craigendmuir Ltd c/o Craigendmuir Caravan Park, Craigendmuir Park Business Centre, Stepps, Lanarkshire G33 6AF

Name of Issuing Authority: **North Lanarkshire Council**

Signed on behalf of North Lanarkshire Council by:



**David Porch
Director of Planning & Environment**



CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

CARAVAN SITE LICENCE

North Lanarkshire Council as a Local Authority under the above-mentioned Act and in the powers vested in it by the said Act hereby grant to: -

**Craigendmuir Ltd, Craigendmuir Caravan Park,
Stepps, Glasgow, G33 6AF**

These licence conditions relate to a Caravan Site Licence for Craigendmuir Caravan Park, Stepps, Glasgow, as shown on the displayed plan. These amended site licence conditions cancel all conditions on previous site licences.

The site is separated into

- | | | |
|------|----------------------------------|--|
| i) | Residential Caravan Area, | licensed for not more than 101 residential units, |
| ii) | Holiday Site Area, | licensed for not more than 21 holiday units, |
| iii) | Touring Site Area, | licensed for not more than 30 pitches. |

Definitions – Under the Mobile Homes Act 1975 a "mobile home" has the same definition as a caravan. A "caravan" is defined in the Caravan Sites and Control of Development Act 1960, as amended, as a structure up to a certain size which is designed for human habitation and can be moved, including homes which are in two parts and are fixed together when on site.

The licence is issued subject to the following conditions: -

RESIDENTIAL SITE

Site Boundaries

1. The boundaries of the site should be clearly discernible on the ground by reference to, for example, fencing; or otherwise defined to the satisfaction of the licensing authority. An up to date plan showing the boundaries of the site will be displayed near to these site licence conditions. An up to date copy of which will be provided to the Licensing Authority.

Density and Spacing

2. Subject to the variations in paragraph 3, the distance between any two caravans should be not less than 6 metres. The distance from any part of a caravan to any part of a road within the site should be not less than 2 metres.

3. The point of measurement for the following variations of the spacings given in paragraph 2 is the exterior cladding of the caravan, excluding the drawbar. All measurements are between the closest points of the structures concerned.
 - (a) Porches may protrude 1 metre into the 6 metres and should be of the open type.
 - (b) If awnings are used, the distance between any part of the awning and an adjoining caravan should not be less than 3 metres. They should not be of the type that incorporates sleeping accommodation and they should not face each other or touch.
 - (c) Eaves, drainpipes and bay windows may extend into the 6 metres space, provided the total distance between the extremities of two adjacent units is not less than 5.25 metres.
 - (d) If there are ramps for the disabled, verandas or stairs extending from the unit, there should be 4.5 metres clear space between them and two such items should not face each other in any space. If they are enclosed, they should normally be considered as part of the unit and, as such, should not intrude into the 6 metres space.
 - (e) A new garage, shed or covered storage space will be permitted between units only if it is of non-combustible construction (including a non-combustible roof) and enough space is maintained around each unit as not to prejudice means of escape in case of fire. Windows in such structures should not face towards the units on either side. Car ports and covered walkways are in no circumstances allowed within the 6 metres space. For cars and boats between unit see condition 10.
4. The distance between any caravan and the site boundary should be not less than 3 metres.
5. The gross density should not exceed 50 caravans per hectare calculated on the usable areas (that is excluding lakes, roads, common service areas and other areas unsuitable for the siting of caravans) rather than the total site area.

Hard Standings for Caravans

6. Every caravan should stand on a hard standing of a suitable material, such as concrete, which should extend over the whole area occupied by the caravan and should project at least 0.9 metres outwards from the entrance or entrances of the caravan.

Roads, Gateways and Footpaths

7.
 - i) Roads and footpaths must be designed and maintained so as to provide adequate access for fire appliances. Roads shall be maintained in a satisfactory condition at all times.
 - ii) No caravan standing or toilet block will be more than 45 metres from a road; and each standing and toilet block should be connected to a road by a suitably surfaced footpath. Footpaths will be at least 0.75 metres wide.
 - iii) Roads should be not less than 3.7 metres wide with provision for passing places if the width of the road is less than 5.5 metres and it is subject to two-way traffic. There should be adequate turning space at the end of a cul-de-sac. Roads should be adequately surfaced to carry service and emergency vehicles at least up to 11.2 tonnes.
 - iv) Gateways should be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres.
 - v) Roads should have no overhead cable less than 4.5 metres above the ground. Roads and footpaths should be suitably lit. Emergency vehicle routes within the site should be kept clear of obstruction at all times.
8. The surface and gradient of roads and footpaths leading to facilities on the site, such as toilets, washrooms, litter bins and water supplies, should take account of the requirements of disabled people.
9. Access to and from a public road for both vehicles and pedestrians should conform to the standard laid down by the local planning authority, following consultation with appropriate road authority.

Car Parking

10. One car only may be parked between adjoining caravans provided that the doors to the caravan are not obstructed. Suitably surfaced parking spaces should be provided where necessary to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats or any other combustible unit, such as towing caravans, should not be kept between units if they are going to reduce the required minimum separation distances between the units to below that specified in the density and spacing section.

Water Supply

11. The site will be provided with a water supply complying with British Standard 6700:1987 and any subsequent modification; and in accordance with the appropriate water byelaws.
12. Each caravan standing will be provided with a piped water supply in accordance with the appropriate water byelaws.

Drainage, Sanitation and Washing Facilities

13. Every site and every hard standing will be provided with a drainage system complying with the Building Standards (Scotland) Regulations in force at the time of installation, for the complete and hygienic disposal of foul, rain and surface water from the site, buildings, caravans, roads and footpaths.
14. Satisfactory provision will be made for foul drainage, either by connection to a public sewer or to a sewage treatment works approved by the local authority, to comply with the building regulations. Such provision would require consents from the appropriate licensing authorities.
15. Each caravan will have its own water supply and water closet. Each caravan standing will be provided with a connection to the foul drainage system. The connection should be capable of being sealed when not in use.
16. There will be provided adequate surface water drainage for roads, footways, paved areas and for the site generally.

Buildings

17. New buildings on the site and buildings undergoing a change of use or being altered or adapted should comply with the Building Standard (Scotland) Regulations 1990 and any subsequent modifications.

Litter and Refuse Disposal

18. Every caravan standing should have an approved refuse receptacle, conforming to licensing authority requirements, made of non-absorbent material and with a close-fitting lid; if communal refuse bins are also provided these should be of similar construction and housed within a properly constructed bin store.
19. All refuse receptacles should be emptied and cleansed at least once a week.
20. If the local authority does not operate a refuse collection, the contents of the bins should be disposed of in accordance with any conditions prescribed by the local authority or appropriate authority.

Fire Points

21. Fire points will be established so that no caravan or site building is more than 30 metres from a fire point. The fire points should be houses in a weatherproof structure, easily accessible, and clearly and conspicuously marked as a 'FIRE POINT'.

Fire-fighting Equipment

22. Each fire point should be provided with either water extinguishers (2 x 9 litre); or a water tank of at least 500 litres capacity fitted with a hinged cover, two buckets and one hand pump or bucket pump.

Fire Warning

23. A means of raising the alarm in the event of a fire should be provided at each fire point. This could be a battery or mains powered fire alarm and sounder or a manually operated sounder, such as a metal triangle with a striker, a gong or hand-operated siren. It is recommended that smoke alarms should be installed within each caravan.

Maintenance of Fire-fighting and Alarm Equipment

24. All alarms and fire-fighting equipment must be installed, tested and maintained in working order by a competent person and available for inspection by, or on behalf of, the licensing authority. A record should be kept of all tests and any remedial action. This may take the form of a logbook.
25. All equipment susceptible to damage by frost should be suitably protected.

Fire Notices

26. A clearly written and conspicuous notice will 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 must include the following:

"On discovering a fire

1. ensure that the caravan or site building involved is evacuated;
2. raise the alarm;
3. call the fire brigade (the nearest telephone is located ...);
4. if it is safe to do so, attack the fire using the fire-fighting equipment provided.

It is in the interests of all occupiers of this site to be familiar with this routine and the method of operating the fire alarm and the fire-fighting equipment.

Fire Hazards

27. Grass and other vegetation should be cut at frequent and regular intervals to prevent them from becoming a fire hazard. Any such cuttings should be removed from the vicinity of caravans. The space beneath caravans should not be used for the storage of readily combustible materials.

Storage of Liquefied Petroleum Gas (LPG)

28. LPG supplied from tanks should comply with Guidance Booklet HSG 34, 'The Storage of LPG at Fixed Installations' or, if LPG is supplied from cylinders, with Guidance Note CS4, 'The Keeping of LPG in Cylinders and Similar Containers'.
29. If there are metered supplies from a common LPG storage tank, then Guidance Note CS11, 'The Storage and use of LPG at Metered Estates' provides further guidance. In this case, and if a British Gas mains supply is available, then the Gas Safety (Installation and Use) Regulations 1984 and the Pipe-lines Act 1962 may also be applicable.
30. Exposed gas bottles or cylinders should not be within 6 metres of an adjoining unit.
31. LPG installations should conform to British Standard 5482, 'Code of Practice for domestic and propane gas-burning installations, Part 2:1977: Installations in caravans and non-permanent dwellings'.

32. For mains gas supply, the 1984 Regulations will be relevant for the installation downstream of any service pipe(s) supplying any primary meter(s). Such service pipes are subject to the Gas Safety Regulations 1972.
33. If the site owner supplies gas to caravans on the site, he may need an authorisation to do so from OFGAS under the Gas Act 1986.
34. All static caravans owned or managed by the site licensee and which are let for rent shall be inspected on an annual basis by a suitably qualified competent person, who must be Confederation for the Registration of Gas Installers (CORGI) Registered. To ensure that liquefied petroleum gas appliances and any associated flues are in a sound state of repair and efficient working order. Additionally, the site licensee shall keep a register of such caravans, indicating when and by whom they have been inspected and such register must be readily available to enforcement officers.

Telephones

35. A telephone should be provided on the site for calling the police, fire brigade, ambulance or other services in an emergency and the full address of the site should be displayed near the telephone.

Electrical Installations

36. The site will be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated there. An approved electrical outlet should be provided at each standing. All common buildings must have adequate internal lighting. In addition, it must be possible for the residents to see their way about the site adequately at night and, in particular, to find their way easily to the common buildings. There should be enough external lighting to achieve this. Private access carriageways and roadways should also be provided with adequate street lighting.
37. Any electrical installation other than Electricity Board works and circuits should be installed in accordance with the requirements of the Institution of Electrical Engineers Regulations for the Electrical Equipment of Buildings (the IEE Wiring Regulations) for the time being in force (and, if relevant, to the standards which would be acceptable for the purposes of the Electricity Supply Regulations 1988, SI 1988 No 1057) and be properly maintained.
38. The installation should be inspected not less than once in every 12 months (or in every three years for underground installations) or in such longer period as may be recommended by a person who should be one of the following:-

A professionally qualified electrical engineer;
A member of the Electrical Contractor's Association;
A member of the Electrical Contractor's Association of Scotland;
A certificate holder of the National Inspection Council for Electrical Installation Contracting;
or
A qualified person acting on behalf of one of these (when it should be stated for whom he is acting).

Within a month of such an inspection, the person carrying it out should issue an inspection certificate in the form prescribed in the IEE Wiring Regulations. The certificate should be obtained by the site operator and displayed with the site licence. The site operator should meet the cost of the inspection and report.

Recreational Open Space

39. At least one tenth of the total useable area of the site should be allocated for recreational purposes. This will not be necessary if suitable publicly provided recreational facilities are readily accessible.

Maintenance

40. The site and all the facilities on it are to be maintained in good condition

Notices

41. A suitable sign should be displayed at the site entrance indicating the name of the site and the name and telephone number of the site licence holder or his accredited representative.
42. A copy of the site licence with its conditions should be displayed prominently on the site.
43. Notices should be displayed on the site indicating the action to be taken in the event of an emergency. They should show where the police, fire brigade, ambulance and local doctors can be contacted, and the location of the nearest public telephone.

FOR INFORMATION NOT PART OF THE LICENCE CONDITIONS –

SHOULD YOU HAVE ANY CONCERNS OR ENQUIRIES AS TO THESE SITE LICENCE CONDITIONS PLEASE CONTACT -

**NORTH LANARKSHIRE COUNCIL
ENVIRONMENTAL HEALTH SERVICE
FLEMING HOUSE
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CUMBERNAULD
G67 1JW**

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