

Blackpool Council

APPLICATION FOR A STREET CAFÉ LICENCE

Applicant's Name:



Licensing Service
Blackpool Council
Municipal Buildings, PO Box 4
Blackpool, FY1 1NA

Contact

T: (01253) 47 8397
F: (01253) 47 8372

www.blackpool.gov.uk/licensing

HIGHWAYS ACT 1980

Please read Blackpool Council's Street Café Licence Policy prior to submitting your application and answer ALL the following questions

Type of Licence (please tick)

New		Renewal	
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1a) Individual Applicant details:

(If there is more than one individual applicant the second applicant's details should be entered on a separate sheet)

Title:	Mr	Mrs	Miss	Ms	Forename (s)						
Surname					Date of Birth						
Home address											
						Post Code					
Telephone Number					Mobile Number						
Email Address											

1b) Company Applicant details:

(If applying as a company please provide the name and registered address of the company in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.)

Name											
Address											
						Post Code					
Telephone Number											
E-Mail Address											
Registered number (where applicable)											
Description of applicant (e.g. partnership, company, unincorporated association)											

2) Contact details of any person acting for the applicant:

Title:	Mr	Mrs	Miss	Ms	Forename (s)								
Surname						Date of Birth							
Home address													
						Post Code							
☎ Telephone Number					☎ Mobile Number								
Email Address													

3) Details of premises:

Name of Café (Trading name)												
Address of premises												
						Post Code						
☎ Telephone Number					☎ Mobile Number							
Email Address												

4) Description of Cafe:

Describe the proposed location for the street café. Give the dimensions of the area you wish to occupy in metres (length x width)

5) Please supply details of the proposed furniture and barriers to be used which must include type and style.

(See policy for guidance).

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6) Are there any lighting columns, litter bins, road signs, public seating, trees, etc. on the site within the boundary of the area or adjacent to the proposed street café?

YES	NO
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(If YES, these must be shown on your plan)

7) Do you have your own toilet facilities available for patrons of the cafe area?

(See policy for guidance)

YES	NO
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8) Is it intended to seek a licence to serve alcohol within the café area?

YES	NO
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9) What range of food/drinks (alcoholic and non-alcoholic) are to be served within the café area? Give details below:

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Note: If it is intended to sell alcoholic drinks within the café area, you are required to obtain a Premises Licence; please contact the Licensing Service, Municipal Buildings, P.O. Box 4, Blackpool, FY4 1NA, tel. 01253 478572 / 478589 for further information

Checklist

I enclose the following:

Please tick

- One complete copy of this form
- Two location plans to Ordinance Survey quality showing the proposed area for the street café at a scale of 1:1250
- Two detailed plans (to show the proposed street café) at a scale of 1:50 or 1:100
- Full manufacturer's literature / details of the furniture / equipment to be used
- A copy of the menu
- Details of the management arrangements for the café
- Copy of Public Liability Insurance (minimum £1,000,000)
- The fee (see notes for guidance)

Signature

Please read and sign the following statement.

I wish to apply for a licence to use the Highway fronting the aforementioned premises for the purpose of a Street Café

Signed	Print name	Date

NOTES

This application to:

Licensing Service
Blackpool Council
Municipal Buildings
PO Box 4
Blackpool
FY1 1NA

Before you apply:

It is recommended that you discuss your proposals with the local Authority and your neighbours before submitting your application. You should also seek professional assistance when illustrating your proposals.

You will need two types of Plan:

Location plan – to show where your proposed café is in relation to the surrounding area. You must show the café perimeter in red. The plan should be at a scale of 1:1250, to Ordinance Survey quality.

Detailed Plan (with elevations) - to show the proposed extent of street café at a scale of 1:100 or 1:50 with all dimensions clearly shown.

Planning Consent – If you propose to alter the existing elevation of the property for the café Planning Consent may be required

Listed Building Consent – If your building is included in the list of Buildings of Special Architectural or Historical Interest, or your proposal could affect the setting of such a building you may need Listed Building Consent in addition to Planning Consent.

You will need to obtain form LB1. Please check with the Planning Department of the local Authority.

Conservation Area Consent – If you propose the alteration of any building and/or part of structure in a conservation area, you may need Conservation Area Consent in addition to Planning Consent. You will need to obtain form CA1. Please check with the Planning Department of the local Authority.

Fees - Blackpool Council reserve the right to charge a fee while your café is within the Highway. The fee will be based upon the area designated by your street café.

The fee for the period 01/04/2018 - 31/03/2019 is £20.30 per square metre occupied. This fee is calculated based on the cost of licensing and administering an average size street café. Please note that in recognition of the economic climate, and also allow business to assess the size of café they may wish to apply for, we have decided to cap the maximum fee payable for larger areas at £1010.00.