

# Public Document Pack



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10 November 2023

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **REGULATORY COMMITTEE** will be held in the Council Chamber at these Offices on Monday 20 November 2023 at 10.00 am when the following business will be transacted.

Members of the public who require further information are asked to contact Democratic Services on (01304) 872305 or by e-mail at [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk).

Yours sincerely

A handwritten signature in black ink, appearing to read "Nicky", written over a horizontal line.

Chief Executive

Regulatory Committee Membership:

G Cowan (Chairman)  
J P Loffman (Vice-Chairman)  
P M Brivio  
D P Murphy  
O C de R Richardson

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointment of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 4)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **MINUTES** (Pages 5 - 10)

To confirm the attached Minutes of the meetings of the Committee held on 15 September and 19 September 2023.

**PROCEDURE FOR HEARING** (Pages 11 - 15)

The procedure for the Hearing is attached.

5 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 16)

The recommendation is attached.

MATTERS WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

6 **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - APPLICATION FOR A DRIVERS' LICENCE** (Pages 17 - 29)

To consider the attached report of the Licensing Manager.

7 **RE-ADMITTANCE OF THE PRESS AND PUBLIC**

Following the conclusion of the item of business for which the press and public were excluded pursuant to Part 1 of Schedule 12A of the Local Government Act 1972, it is recommended that Members pass a resolution for the readmittance of the press and public.

8 **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982 - APPLICATION FOR STREET TRADING CONSENT** (Pages 30 - 95)

To consider the attached report of the Licensing Manager.

9 **FEES AND CHARGES 2024 - 2025** (Pages 96 - 109)

To consider the attached report of the Strategic Director (Corporate and Regulatory).

**Access to Meetings and Information**

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is step free access via the Council Chamber entrance and an accessible toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.

- In order to facilitate the broadcast of meetings there have been cameras set up in the Council Chamber that communicate with Microsoft Teams Live. This enables meetings held in the Council Chamber to be broadcast for public viewing through the Council's website.
  - The meetings in which these cameras will be used include meetings of: (a) Council; (b) Cabinet; (c) Dover Joint Transportation Advisory Board; (d) General Purposes Committee; (e) Electoral Matters Committee; (f) Governance Committee; (g) Planning Committee; (h) General Purposes Committee and (i) Overview and Scrutiny Committee. Only agenda items open to the press and public to view will be broadcast.
  - These recordings will be retained for 30 days from the date of the meeting. The recordings will be uploaded to YouTube as soon as practicable after the day of the meeting. In normal circumstances this would be within 2 working days of the meeting. However, there may be circumstances where it will take longer. The recordings can be viewed on the Council's YouTube Channel - [Council meetings - YouTube](#)
  - Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website [www.dover.gov.uk](http://www.dover.gov.uk). Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
  - Members of the Regulatory Committee may receive confidential information relating to criminal offence personal data as part of an exempt or confidential item of business on the agenda. It is each Member's responsibility to ensure that this information is handled securely and confidentially as required under data protection legislation. This information must only be retained for as long as necessary and when no longer required disposed of via a shredder or the Council's secure disposal arrangements.
- For further information about how this information should be processed, please view the Council's Data Protection Policy and Appropriate Policy Document at [www.dover.gov.uk/Corporate-Information/PDF/Data-Protection-Policy.pdf](http://www.dover.gov.uk/Corporate-Information/PDF/Data-Protection-Policy.pdf)
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Democratic Services, [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk), telephone: (01304) 872305 or email: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk) for details.

Large print copies of this agenda can be supplied on request.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.



Minutes of the meeting of the **REGULATORY COMMITTEE** held at the Council Offices, Whitfield on Friday, 15 September 2023 at 10.00 am.

Present:

Chairman: Councillor G Cowan

Councillors: P M Brivio  
M F Hibbert (as substitute for Councillor D P Murphy)  
J P Loffman

Officers: Litigation Lawyer  
Licensing Manager  
Licensing Officer  
Democratic Services Officer

Also Present: Mr S E Sedat (Minute No. 11)  
Mr G C Franklin (Minute No.12)  
Mr G Hopkins (Minute No.12)

7 APOLOGIES

Apologies for absence were received from Councillors D P Murphy and O C de R Richardson.

8 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Council Procedure Rule 4, Councillor M F Hibbert be appointed as substitute for Councillor D P Murphy.

9 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

10 MINUTES

The Minutes of the meeting held on 20 June 2023 were approved as a correct record for signing by the Chairman.

11 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - APPLICATION TO LICENCE VEHICLE OUTSIDE OF POLICY GUIDELINES

The Committee considered the report of the Licensing Manager whereby the Committee was asked to consider an application from Mr Sayed Ehsan Sadat for the grant of a licence for his Hyundai i40 SE Nav Crdi Blue Drive, NL65 VMG, as a Private Hire vehicle. Due to the vehicle being first registered on 30 September 2015 it was outside the current vehicle age policy and was therefore referred to the Committee for its consideration.

The Committee withdrew to examine the vehicle, accompanied by Mr Sadat and officers. Upon returning Mr Sadat had the opportunity to answer questions from Members about the condition of the vehicle. The Committee heard from the applicant, Mr Sadat who explained that he had recently moved to Deal with his family and due to the expenses incurred to relocate, he did not have enough money to get a new car. Mr Sadat explained that his vehicle was in good condition with a

valid MOT. The offside view mirror had been fixed, the brake fluid had been refilled. Regarding the brake pads, he was advised by the mechanic that he could still drive 5000 miles before they needed to be replaced and that he should monitor them. Mr Sadat explained that he made the necessary checks on the vehicle every morning to ensure him, and the members of the public were safe. Mr Sadat explained that it was his intention to replace his vehicle with a new vehicle.

The vehicle, a four-passenger seat vehicle to be used for private hire within the Dover district and beyond, was currently licensed with another authority although Mr Sadat stated in his application that this licence would be surrendered if a vehicle licence was granted by Dover.

The Committee, along with the Litigation Lawyer, withdrew to consider its decision and

- RESOLVED:
- (a) That, notwithstanding the Council's current policy guidelines regarding age and out of area licensing and, upon the out of area licence being surrendered, Mr Sadat be GRANTED a Private Hire Vehicle Licence for a Hyundai i40 SE Nav Crdi Blue Drive, registration NL65 VMG, for a period of 12 months.
  - (b) Regarding the surrender, that documentation be provided, to the satisfaction of the Licensing Enforcement Officer, to enable the grant to be effective.

12 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982 - APPLICATION FOR STREET TRADING CONSENT

The Committee considered the report of the Licensing Manager on an application by George Charles Franklin for permission to trade from a 9ft x 6ft trailer in the layby in Court Road, Deal Monday to Saturday between 08:00 – 14:00 hours. The application was to sell hot and cold food and drinks to take away. The applicant, Mr Franklin was accompanied by Mr Gareth Hopkins for support. The applicant explained that he and Mr Hopkins would be working together.

Following receipt of the application, a 28 day consultation exercise was conducted and two representations were received objecting to the application on the basis that there would be: an increased amount of litter in the area, an increased number of cars using the layby which would create traffic hazards, noise and fast food smells for 6 hours a day which were unpleasant for the environment and for the residents, noise from any generator or other device used to power the food premises.

No representations were received from Highways Authority, Deal Town Council, Deal and Walmer Chamber of Trade, Kent Fire and Rescue Service, Kent Police or internal council departments that had been notified of the application.

The Committee heard from the Licensing Manager who presented the report. The Licencing Manager explained that there had been a mobile food vendor at Court Road, Deal for a substantial number of years and the licence lapsed in March 2023.

The Committee heard from the applicant and from Mr Hopkins. Mr Franklin explained that he and Mr Hopkins wanted to come off benefits, therefore Mr Franklin

used his savings to purchase the trailer and got it up and running to standard. Mr Franklin explained that they were aiming to give back to the community by way of donations each year. Mr Hopkins explained that he used to run a café for his parents and he was very conscious of rubbish and that the surrounding areas need to be kept clean. He also explained that initially they would be using a generator to power the fridges, however their intention was to move to solar to power the fridges. The applicant confirmed the generator ran on petrol and it was protected from the public. The applicant also confirmed that there were no other retailers in the area, the nearest one was 750 yards away. The applicant's attention was drawn to the standard conditions applicable to the street trading consent and most specifically condition 14, at page 40 of the document pack.

The Committee, along with the Litigation Lawyer, withdrew to consider its decision and

RESOLVED: That, the application for Street Trading Consent in the layby in Court Road, Deal made by George Charles Franklin to trade from a 9ft x 6ft trailer be GRANTED for a period of 12 months with permission to trade Mondays to Saturdays between 08:00 – 14:00 hours.

The meeting ended at 11.25 am.

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Minutes of the meeting of the **REGULATORY COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 19 September 2023 at 10.02 am.

Present:

Chairman: Councillor G Cowan

Councillors: P M Brivio  
M F Hibbert (as substitute for Councillor D P Murphy)  
J P Loffman  
M P Porter (as substitute for Councillor O C de R Richardson)

Officers: Licensing Officer  
Licensing Officer  
Democratic Services Officer

Also Present: Mr R Hamza (Minute No.16)  
Mr H Richardson (Minute No.17)  
Mr A Laslett (Minute No.18)

## 13 APOLOGIES

Apologies for absence were received from Councillors D P Murphy and O C de R Richardson.

## 14 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Council Procedure Rule 4, Councillors M F Hibbert and M P Porter were appointed substitutes for Councillors D P Murphy and O C de R Richardson respectively.

## 15 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

## 16 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - APPLICATION TO LICENCE VEHICLE OUTSIDE OF POLICY GUIDELINES

The Licensing Enforcement Officer presented the report to the Committee. Mr Ramazan Hamza was seeking permission to renew a licence for his Skoda Octavia registration GN13 DXX as a Private Hire vehicle. Due to the vehicle being registered on 1 June 2013 it was outside the current vehicle age policy and was therefore referred to the Committee for its consideration.

The vehicle, a four-passenger seat vehicle had been used for private hire and was in the current fleet for Dover Cars. The last MOT was carried out on 14 July 2023 with no advisories identified. Upon officer inspection (22 August 2023) the exterior bodywork was noted to be in fair condition however, visible wear in the seam of the driver's seat and other fittings were noted.

The Committee withdrew to examine the vehicle, accompanied by Mr Hamza and officers and observed the vehicle to be in a good condition and well looked after. Upon returning Mr Hamza had the opportunity to answer questions from Members about the condition and history of the vehicle.

Regarding general maintenance the Committee asked about the vehicle history and its service history. Mr Hamza explained that he cared about the car – cleaning, repairing and servicing. Mr Hamza had spent money to maintain its safety and he serviced the vehicle in between MOTs. Mr Hamza explained his intention to look for a replacement vehicle going forward but he had been looking after this vehicle and so would like a renewal at this time.

In accordance with the approved procedure, the Committee and the Principal Lawyer - Litigation and Regulatory withdrew from the meeting for the Committee to consider its decision.

RESOLVED: (a) That, notwithstanding the Council's current policy guidelines regarding age, Mr Ramazan Hamza be GRANTED a renewal for a Private Hire Vehicle Licence for a Skoda Octavia registration GN13 DXX for a period of 12 months.

17 HIGHWAYS ACT 1980 - SECTION 115E - THE ELEPHANT AND HIND, 18- 19 MARKET SQUARE, DOVER

Following a brief discussion between the Licensing Enforcement Officer, the Principal Lawyer - Litigation and Regulatory and committee members, the applicant Mr Harry Richardson withdrew the application as he required further changes to the application as sought.

18 HIGHWAYS ACT 1980 - SECTION 115E - THE SANDWICH SHOP, 15A CATTLE MARKET, SANDWICH

The Committee considered the report of the Licensing Manager, presented by the Licensing Enforcement Officer, on an application by Mr Andrew Laslett for a Street Furniture permit to allow the placement of 12 tables and 38 chairs outside The Sandwich Shop, 15A Cattle Market, Sandwich, CT13 9AP. The furniture would be metal tables and chairs. The application sought the placing of the furniture every day between 08:00 hours to 17:00 hours.

There was currently a permit for 12 tables and 38 chairs between 09:00 hours – 18:00 hours every day which had been in place since 13 January 2020. The permit was not transferrable and the name of the permit holder was to change therefore this application was made.

As part of the consultation process for the current tables and chairs application views were sought from local businesses, Kent Highway Services, Police, Town Council, Fire Service, Planning and other internal departments within Dover District Council. One representation, objecting to the number of tables and chairs was received from Sandwich Town Council. The representation suggested an alternative number of 8 tables and 32 chairs. Five representations were received supporting the application. Additionally, Dan Friend (on behalf of Sandwich Chamber of Commerce) attended with the applicant in support of the application as part of the transformation of the forecourt to embrace café culture.

Mr Laslett explained to the Committee that it was a family business, that he had personally been running for 6 years, and there had been a slight restructure and hence the application. Traditionally there were 6 – 8 tables and accompanying chairs in the forecourt, however, he would like to renew the current numbers to support visitors to events and for busier times. The refurbishment of the forecourt

had also resulted in a loss of public seating. There was no change of footprint for the siting of the tables and chairs; there was a slight change of hours but this was to embrace events and look after the market.

The Committee withdrew to consider the application and upon resuming the Principal Lawyer - Litigation and Regulatory advised that the Committee had considered the report of the Licensing Manager, the application from Mr Laslett, the representations – those in writing and in person.

RESOLVED: That, having regard to Section 115E of the Highways Act 1980, the application by Mr Laslett of The Sandwich Shop, 15A Cattle Market, Sandwich, CT13 9AP for the placing of 12 tables and 38 chairs for use every day between 08:00 hours and 17:00 hours be GRANTED.

The meeting ended at 11.26 am.

## DOVER DISTRICT COUNCIL

### REGULATORY COMMITTEE PROCEDURE FOR HEARINGS LICENSING OF A DRIVER, VEHICLES AND OPERATORS

INTRODUCTIONS AND PRELIMINARIES		
1	Chairman	The Chairman invites all present to introduce themselves.
2	Chairman	The Chairman advises the applicant of the reason for the Hearing and the procedure.
3	Legal Adviser	The applicant is asked to confirm receipt of: <ul style="list-style-type: none"> <li>• the agenda</li> <li>• Licensing Officer's report</li> <li>• Council's policy guidelines</li> <li>• procedure for hearing</li> <li>• extract from the Rehabilitation of Offenders Act 1974</li> </ul>
HEARING		
4	Licensing Officer	The Licensing Officer: <ul style="list-style-type: none"> <li>• presents the Licensing Officer's report</li> <li>• summarises any issues</li> </ul>
5	Licensing Officer	The Licensing Officer may call any witnesses. Each witness in turn: <ul style="list-style-type: none"> <li>• will give evidence</li> <li>• may be questioned by the applicant or applicant's representatives</li> <li>• may be questioned by the Committee</li> <li>• may, if necessary, be re-questioned by the Licensing Officer</li> </ul>
6	Applicant or applicant's representative	The applicant is asked to present his/her case and any particular issues (including whether the applicant accepts the facts presented or wishes to correct them).
7	Applicant or applicant's representative	The applicant or the applicant's representative may call any witnesses (including the applicant themselves). Each witness in turn: <ul style="list-style-type: none"> <li>• will give evidence</li> <li>• may be questioned by the Licensing Officer</li> <li>• may be questioned by the Committee</li> <li>• may, if necessary, be re-questioned by the applicant/applicant's representative.</li> </ul>
8	Members of the Committee	The Committee may ask further questions of any of the parties or any witnesses for the purpose of obtaining further relevant information or clarification.
9	Licensing Officer	The Licensing Officer may give their final submission.
10	Applicant or applicant's representative	The applicant/applicant's representative may give their final submission.

DETERMINATION		
11	Committee members/Legal Adviser	The Committee will withdraw to consider its determination. The Legal Adviser may be requested by the Chairman to accompany the Committee.
12	Committee members	If the Committee requires any further information from any party or any further evidence, all parties will be recalled and the meeting reconvened.  Any Member of the Committee who has not been present during the whole of the proceedings must not take part in the decision making.
13	Legal Adviser	Any legal advice given to the Committee in private will be summarised to the Applicant.
14	Chairman	The decision of the Committee is given to all parties.  In the event of a decision to refuse, suspend or revoke an application, the applicant is told that he/she has the right of appeal through the Magistrates Court and then to the Crown Court.



## NOTES

1. The opportunities given to the parties within this procedure to ask questions should be used only for that purpose - to ask questions. The person asking the question will not be allowed to use this right as an opportunity to make statements.
  
2. Members of the Committee are, as a general rule, expected to ask questions of the various parties in accordance with this procedure. However circumstances may arise where it is desirable for a Member to seek immediate clarification or a point made by a witness or by a party during the course of giving evidence, answering questions being put to him by another party or making a submission. This should be permitted by the Chairman provided that the question is relevant and is conducive to the proper conduct of the hearing. Where additional questions are permitted after the Applicant's case has been summed up, the Applicant or his/her representative will always be given the final right of reply.
  
3. Under no circumstances must the parties or their witnesses offer members of the Committee information in the absence of the other party. Similarly Members must not attempt to gain information from any party at the hearing in the absence of the other. These are essential requirements of the proper application of the rules of natural justice.
  
4. The Chairman may vary this procedure as circumstances require but having full regard to adhering to the rules of natural justice.

## DOVER DISTRICT COUNCIL

### REGULATORY COMMITTEE PROCEDURE FOR HEARINGS

INTRODUCTIONS AND PRELIMINARIES		
1	Chairman	The Chairman invites all present to introduce themselves.
2	Legal Adviser	The applicant is asked to confirm receipt of: <ul style="list-style-type: none"> <li>• the agenda</li> <li>• Licensing Officer's report</li> <li>• Council's policy guidelines</li> <li>• procedure for hearing</li> </ul>
HEARING		
3	Licensing Officer	The Licensing Officer: <ul style="list-style-type: none"> <li>• advises of the purpose of the hearing</li> <li>• presents the Licensing Officer's report</li> <li>• summarises any issues</li> </ul>
4	Licensing Officer	The Licensing Officer may call any witnesses. Each witness in turn: <ul style="list-style-type: none"> <li>• Will give evidence</li> <li>• May be questioned by the applicant or applicant's representatives</li> <li>• May be questioned by the Committee</li> <li>• May, if necessary, be re-questioned by the Licensing Officer</li> </ul>
5	Applicant or applicant's representative	The applicant is asked to present his/her case and any particular issues (including whether the applicant accepts the facts presented or wishes to correct them).
6	Applicant or applicant's representative	The applicant or the applicant's representative may call any witnesses (including the applicant themselves). Each witness in turn: <ul style="list-style-type: none"> <li>• will give evidence</li> <li>• may be questioned by the Licensing Officer</li> <li>• may be questioned by the Committee</li> <li>• may, if necessary, be re-questioned by the applicant/applicant's representative.</li> </ul>
7	Members	The Committee may ask further questions of any of the parties or any witnesses for the purpose of obtaining further relevant information or clarification.
8	Licensing Officer	The Licensing Officer may give their final submission.
9	Applicant or applicant's representative	The applicant/applicant's representative may give their final submission.

DETERMINATION		
10	Members	The Committee withdraws to consider in private. The Legal Adviser and Clerk may be invited to assist the Committee.
11	Members	If the Committee requires any further information from any party or any further evidence, all parties will be recalled and the meeting reconvened.  Any Member of the Committee who has not been present during the whole of the proceedings must not take part in the decision making.
12	Legal Adviser	The Committee reconvenes. Any legal advice given to the Committee in private will be summarised to the Applicant.
13	Chairman	The decision of the Committee is given to all parties.

## NOTES

1. The opportunities given to the parties within this procedure to ask questions should be used only for that purpose - to ask questions. The person asking the question will not be allowed to use this right as an opportunity to make statements.
2. Members of the Committee are, as a general rule, expected to ask questions of the various parties in accordance with this procedure. However circumstances may arise where it is desirable for a Member to seek immediate clarification or a point made by a witness or by a party during the course of giving evidence, answering questions being put to him by another party or making a submission. This should be permitted by the Chairman provided that the question is relevant and is conducive to the proper conduct of the hearing. Where additional questions are permitted after the Applicant's case has been summed up, the Applicant or his/her representative will always be given the final right of reply.
3. Under no circumstances must the parties or their witnesses offer members of the Committee information in the absence of the other party. Similarly Members must not attempt to gain information from any party at the hearing in the absence of the other. These are essential requirements of the proper application of the rules of natural justice.
4. The Chairman may vary this procedure as circumstances require but having full regard to adhering to the rules of natural justice.

DOVER DISTRICT COUNCIL

REGULATORY COMMITTEE – 20 NOVEMBER 2023

**EXCLUSION OF THE PRESS AND PUBLIC**

**Recommendation**

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the remainder of the business on the grounds that the items to be considered involve the likely disclosure of exempt information as defined in the paragraph of Part I of Schedule 12A of the Act set out below:

<u>Item Report</u>	<u>Paragraph Exempt</u>	<u>Reason</u>
7	1	Information relating to an individual

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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of the Local Government Act 1972.

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<b>Subject:</b>	Local Government (Miscellaneous Provisions) Act 1982 – Application for Street Trading Consent
<b>Meeting and Date:</b>	Regulatory Committee – 20 November 2023
<b>Report of:</b>	Rebecca Pordage – Licensing Manager
<b>Classification:</b>	<b>UNRESTRICTED</b>

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<b>Purpose of the report:</b>	To consider an application for a Street Trading Consent
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<b>Recommendation:</b>	That the Committee consider the report
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## 1 Summary

1.1 Jennie Bartram has applied to the Council for permission to trade from a 2.5m x 2.5m gazebo outside St George’s Church, High Street, Deal.

## 2. Introduction and Background

2.1 The Council controls street trading having adopted Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982.

2.2 Paragraph 1 of Schedule 4 to the Act states

that: “street” includes –

(a) any road, footway, beach or other area to which the public have access without payment”

2.3 With effect from 1 April 1994 Dover District Council passed a resolution to designate a number of streets within the district as ‘Consent Streets.’

In a Consent Street, street trading is prohibited without the consent of the district council.

The area requested is High Street, Deal, which is designated a Consent Street. A list of all the designated consent streets within the District is included within the Street Trading Guidance Notes shown at **Appendix A**.

2.4 In relation to street trading consents, Paragraph 7(2) of Schedule 4 of the

Act states that: “...the Council may grant consent if they think fit.”

Paragraph 7(10) goes on to say that:

“a street trading consent may be granted for any period not exceeding 12 months but may be revoked at any time.”

2.5 Jennie Bartram has applied to the Council for permission to trade from a gazebo outside St George’s Church, High Street, Deal.

The application is to trade from Wednesday to Saturday between 08:00 – 16:00 hrs all year round.

The application is to sell fruit, salad and vegetables.

Jennie Bartram already has a Street Trading Consent in place from the same site for part of the year. A copy of her current consent is shown at **Appendix B**. This consent remains in place, but the new application (if granted) intends to supersede this, and the previous one will be surrendered. The new application is to give Jennie Bartram the flexibility to trade all year from the location.

A copy of the application is shown at **Appendix C**.

A copy of the location plan is included at **Appendix D**.

- 2.6 Following receipt of a valid application, a 28 day consultation exercise was conducted with notices posted to properties in the vicinity of the proposed site and consultation with the Highways Authority, Deal Town Council, Deal and Walmer Chamber of Trade, Kent Fire & Rescue, Kent Police and various internal Council departments.
- 2.7 11 representations were received during the consultation period objecting to the application.
- (1) Deal and Walmer Chamber of Trade feel that the stall has an unfair advantage over shops on the high street that have to pay rent, rates and utility bills to keep trading. As the applicant also has a shop, they ask why they cannot be content with the trade they have from the premises on the High Street.
  - (2) John Beaney is a greengrocer at Deal Market and he opposes the application to trade all year. He says that he has been a greengrocer for approximately 10 years from Deal Market and feels that if the applicant trades all year it will have a detrimental effect on his business. Mr Beaney says that the applicant already has a shop in the High Street so he feels that by allowing them to trade near the market on a Saturday it will damage his business.
  - (3) Deal Town Council object to the application as they feel it will have a detrimental effect on other traders and the area has previously been used for charitable and public entertainment purposes so is a loss of space.
  - (4) Barbara Smyth strongly objects to the application all year round. She feels that Deal already has sufficient retail outlets selling this type of produce, in close proximity to the proposed trading area. Ms Smyth feels that it would be wrong for a precedent to be set by allowing the stall to trade all year when Deal has a wonderful Saturday market, which sits very comfortably within the existing High Street. Deal has become very busy and this will take up valuable space, particularly on a Saturday for visitors and locals to sit outside and have a drink. Ms Smyth says that the Council have deemed it necessary to close the High Street from 10:00 to 14:00 hrs on a Saturday because of a lack of safe pavement space. In addition to this, the location is popular with street musicians. Ms Smyth says that she has traded for 20 years from a premises in the High Street, and whilst she welcomes new businesses, this application would not do this.

- (5) Sarah Wellard objects to this application as she says that there is an already saturated market of fruit and vegetable outlets in the centre of Deal. She feels that the premises in the vicinity are at risk of being put out of business by street traders who do not have the same overheads and are therefore unable to undercut them on price. Ms Wellard says that the applicant already has a greengrocer shop within the pedestrian precinct that has a large fruit and vegetable stall placed in front of it. She does not feel that there is a need for more market stalls invading the High Street, and that granting it would set a precedent for future unnecessary stalls crowding the streets and undermining local businesses. Ms Wellard says that the applicant has no regard for the businesses opposite St George's Church when loading and unloading their van each day.
- (6) Arno Karsten objects on the grounds that there are already sufficient businesses in Deal servicing the green grocery market, all within walking distance of each other. Mr Karsten says that although the applicant applies for temporary street trading consents, they have since started trading at premises on the High Street. He states that the shop (Lavender and Blackberry of Deal) already trade from the pavement. Mr Karsten is concerned about the market being affected by this trader. He says that the shops in the High Street have overheads so cannot compete with street traders who can undercut the prices of shops in the vicinity.
- (7) M Murray objects on the grounds that the stall would block the notice boards, and there are already two greengrocers in the vicinity. Also feels it would be a shame to destroy the peace and quiet in the morning next to the Church.
- (8) Charles and Caroline Jubber feel that it would be unfair to shops who have overheads, eg rent and rates. They also feel it would undermine the market, obscure the Church notice board, and impede access to the town notice board, flowerbed seating and bicycle stalls. They say that this would deter buskers and musicians from the area. They have concerns about the loading at the start and end of the day.
- (9) Teresa Raistrick objects to this application as she feels it blocks the general public or makes it difficult to access the bench in the recess by the small garden. She also says that as this stall is part of the group who have a shop on the High Street, and they have already taken over the pavement on that side of the High Street, and there are several other greengrocers in the town centre, this is not fair to other traders.
- (10) Benoit Dezecot objects to this application as he says there is already a saturated market of fruit and vegetable outlets in the town centre of Deal. The shops in the town cannot compete with the prices as they have overheads etc. He says that the applicant already has a shop on the High Street which has a large fruit and vegetable stall in front of it, and therefore does not feel it is fair for them to monopolise the community space outside the church which is currently enjoyed by locals as a sociable meeting place. Mr Dezecot says there is already a thriving market on a Saturday so there is no need to market stalls to invade the High Street. He says that the applicant has no regard for the businesses opposite St George's Church when loading and unloading their van each day. The noise and disruption is a nuisance for his customers who are trying to relax.

- (11) Andy and Susan Kirkwood object as they say that there are already sufficient outlets for fruit and vegetables, especially now that the applicant has a shop on the High Street. They have a shop and say that allowing this pitch to operate full time is not in the spirit of fair trade, and such pitches should be sited within the market.

Copies of these representations are shown at **Appendix E**.

2.8 20 representations were received during the consultation period in support of the application:

- (1) Raymond Cole supports the application as he feels the stall is a great benefit to that part of the High Street and he hopes it continues for many years to come.
- (2) Helen Knott supports the stall being in the location all year round. The addition of the stall, particularly on a Saturday, brings life and people to that part of the High Street. She says that those who are less able or who have parked at that end of town for the market are able to access fruit and vegetables without having to walk to the other end of the street. Surrounding businesses must also benefit from the footfall.
- (3) Barry Honeycombe supports the application to trade all year round. He says that the stall is a welcome addition to the High Street and does not impede use of the pavement, and gives everyone the ability to get quality local fruit and vegetables without having to go further into town and carry heavy bags. He says that the stall is well managed and maintained.
- (4) Les Craggs is a Deal resident who supports the application for a year round licence.
- (5) Ruth Evans supports the application for a year round stall outside St George's Church.
- (6) Tracey Cooper supports the application to trade all year, and says that the business has been an excellent addition to the town centre. There are lots of customers who use this facility and with the recent economic problems facing many businesses with many more independent retailers closing down, especially in small towns such as Deal, we should do everything we can to encourage and support new independent retailers into Deal to help keep the town alive.
- (7) Lyn Freeman feels it would be a shame if the Lavender & Blackberry was not allowed to continue their licence during the winter months. She says that it is such a great asset to the people of Deal especially if they come from North Deal. The quality of the fruit and vegetables is of exceptional high standard.
- (8) Rebecca Skilling approves of the application, as the business is such an asset to the town.
- (9) Joanna Keddie-Mannell supports the application to extend the licence to an all year round licence. She says they are an asset to Deal High Street.
- (10) Leah Steward supports the application to operate during the winter.

- (11) Yvonne Stewart supports the application to operate in the winter months, and says it is a fab stall with fresh and lovely goods, much nicer than a lot of other places in Deal.
- (12) Douglas Lockwood supports the application for a winter extension. He says that along with their shop at the other end of the High Street, they are helping to bring the High Street back to life. He says they are clearly investing in stock, staff and services, and should be supported in every way possible.
- (13) Heather Hendren supports the application as she says it is a wonderful addition to the town and is much loved by so many.
- (14) Darrell Lovernich supports the application as he says he has come to fully rely on the stall for his fresh produce shopping. It is convenient for him as his mobility is not as good as it used to be.
- (15) Susie Sinden says that Lavender and Blackberry has brought a wonderful, exciting new shop to enhance Deal High Street. The produce always looks fresh and of high quality and is loved by the Deal Community and visitors alike. Their service is always friendly and extremely helpful.
- (16) Kate Forman supports the application for all year round outside St George's Church. She goes on to say that she is a local resident and lives around the corner on Middle Street and thinks Lavender and Blackberry are such a wonderful addition to the area, and she would love to see them there all year round and have the opportunity to support their business. Their stall is always beautifully set up, their produce is wonderful and their team are very friendly. Whilst they have their shop on the High Street, the stall is a real asset to the vibrancy and eclectic nature of the North end of the High Street.
- (17) Victoria Hedges supports the application and says that the seasonality and quality of the produce they sell is missed over the winter months.
- (18) Robin and Ann McComb support the application as they say that the quality of the produce is outstanding, good presentation and range of fruit and vegetables, the location is perfectly placed to entice the growing visitor crowd and delightfully positioned by the Church entrance adding to the improving High Street ambience making Deal the place to go.
- (19) Brian and Elizabeth Howes supports the application to extend the licence to cover the winter months. She says that the quality and service standards of this business are wonderful and the staff is an enhancement to footfall and convenience in the town.
- (20) Catherine Chapman-Jones supports the application to trade through the winter months. She says it has run through the summer and has been a welcome source of local goods to the community in the North end of Deal.

2.8 Copies of the representations are included at **Appendix F**.

2.9 **Options available to the Committee:**



- (a) To grant the street trading consent to be issued for a period not exceeding 12 months (with or without conditions).
- (b) To grant a street trading consent for a period less than 12 months (with or without conditions).
- (c) To refuse street trading consent

Members should have regard to the criteria at page 6 of Appendix A in coming to their decision.

### 3 **Appendices**

Appendix A – Street Trading Guidance Notes including a list of designated consent streets

Appendix B – Current Street Trading Consent

Appendix C – Application

Appendix D - Location plan

Appendix E – Representations opposing the application

Appendix F – Representations supporting the application

### 4 **Background Papers**

Local Government (Miscellaneous Provisions) Act 1982

Dover District Council Street Trading Guidance Notes

Contact Officer: Rebecca Pordage, Licensing Manager. Ext.2279



# **DOVER DISTRICT COUNCIL**

## **STREET TRADING GUIDANCE NOTES**

## **STREET TRADING**

### **Statutory Powers**

Street trading is controlled by an adoptive code contained in Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982. The code was adopted by the Council on 12 October 1963. Having adopted Schedule 4 the Council may by resolution designate any street (a) a prohibited street, (b) a licensed street or (c) a consent street.

### **Definitions**

- Prohibited Street: This is a street in which trading is prohibited.
- Licensed Street: This is a street in which street trading is prohibited without a licence granted by the District Council.
- Consent Street: This is a street in which street trading is prohibited without the consent of the District Council.
- Street: Includes any road, footway, beach or other area to which the public have access without payment.
- Street Trading: Means, subject to certain exemptions, the selling or exposing or offering for sale of any article.

### **Exemptions**

The following types of trading are excluded from the definition of street trading and those traders are not required to obtain a licence or consent. They may also trade in a street designated as a prohibited street:-

- (a) Trading by a person acting as a pedlar.
- (b) Anything done in a market or fair the right to hold which was acquired by virtue of a grant, enactment or order.
- (c) Trading in a trunk road picnic area.
- (d) Trading as a news vendor subject to a restriction upon articles sold and the type of stall used.
- (e) Trading which is carried on at petrol filling stations or at premises used as a shop or in a street adjoining premises so used and as part of the business of the shop.
- (f) Roundsmen
- (g) The use for trading under the Highways Act 1980 of an object or structure placed on, in or over a highway (pavement cafes etc.).
- (h) The operation of facilities for recreation or refreshment under the Highways Act 1980.
- (j) Street collection.

## Essential Differences

The main differences between the two types of street designation are as follows:-

<u>Licensed</u>	<u>Consent</u>
(1) District Council obliged to grant a licence unless the application ought to be refused on one or more of the grounds specified in the Act.	District Council under no duty to grant a street trading consent and need not specify statutory grounds for refusal.
(2) District Council may only revoke or refuse to renew a licence on the statutory grounds relating to principle terms (i.e. days, times, articles for sale).	No statutory limitation on a District Council's power to revoke or refuse to renew a street trading consent.
(3) Before a District Council may vary a principle term of a street trading licence or before it may refuse to grant or renew or revoke a street trading licence it must first invite the applicant/licence holder to make representations and then afford that person a reasonable opportunity to make those representations.	No notice requirements apply to a street trading consent.
(4) Statutory grounds of appeal against the refusal, revocation or variation of a principal term of a street trading licence are contained in the Schedule.	There is no right of appeal against the refusal to grant or renew a consent or against the revocation or variation of a consent.
(5) A licence holder may be prosecuted for a breach of the "principle terms" which relate to the street in which the days and times upon which and the articles in which the holder trades.	A street trading consent holder may only be prosecuted for a breach of a condition where he trades from a stationary van, cart, vehicle or from a portable stall in a place or at a time not included in the consent, or for breach of the condition relating to the positions and times in which he may trade but not for a breach of a condition relating to the type of article to be sold.
(6) A District Council may recover from a licence holder such reasonable charges as they may determine for the collection of refuse and the cleansing of streets etc.	A District Council may not charge the holder of a street trading consent for the collection of refuse and cleaning of streets etc.
(7) Where a licence is surrendered or revoked the Council has a discretion to remit or refund any fee paid to it.	Where a consent is surrendered or revoked a Council is under a duty to remit or refund the whole or part of any fee paid for the consent.
(8) The consent of the Highway Authority is necessary for the designation of a street as a licensed street.	Highway Authority consent is not required before the designation of a street as a consent street

### Street Trading Licences (Street Markets)

Broadly speaking the licensing system is designed to cover street markets. It is rather complex and has been designed in an attempt to maintain a balance between the needs of stallholders who are dependent upon street trading for their livelihood and those of the Council.

Unless previously revoked or surrendered a street trading licence remains valid for a determined period not exceeding 12 months.

### Street Trading Consents (Itinerant Traders)

Street trading consents provide a separate form of control than the licensing system with no rights of appeal for the trader. It is intended to cover the activities of itinerant traders ranging, for example, from the single flower seller with a basket to the ice-cream vendor or hot dog stall.

The Council may attach to a consent such conditions as they may consider reasonably necessary including conditions designed to prevent obstruction of the street or danger to persons using it or nuisance or annoyance (whether to persons using the street or otherwise).

If a street trading consent includes permission for its holder to trade in a consent street either (a) from a stationary van, cart or other vehicle or (b) from a portable stall it may be made subject to conditions as to where and the times between which or periods for which trading may take place.

A street trading consent may be granted for any period not exceeding 12 months and may be revoked at any time.

### General Provisions

The holder of the street trading licence or consent may employ any other person to assist him in his trading without a further licence or consent being required subject to no such person being under 17 years of age.

A decision by the Council to designate a street is not irrevocable if one form of control or the absence of it proves inappropriate a new resolution may be made.

### Designation Procedure

Before designating a street under any of the three categories mentioned notice of such intention has to be published in a local newspaper and a copy served on the Chief Officer of Police and the Highway Authority, the consent of the Highway Authority being required in the case of licensed streets. A period of not less than 28 days must be given for the submission of representations and these have to be considered by the Council before proceeding, if they think fit, to pass the proposed resolution. Public notice has also to be given of the passing of the resolution and the date specified for the coming into force of the designation must be not less than 28 days after the first publication of that notice.

## Fees

The level of fees set by the District Council for the grant or renewal of a street trading licence or consent need not be restricted to the recovery of the cost of administration. The Council may set different fees relating to the duration of a licence or a consent and relating to the street and articles to be sold recognising that market forces may be taken into consideration to a certain extent in determining the different fee levels. Whilst there is no requirement to publish notice of fees payable for the issue of a licence or consent a District Council must give notice to the licence holders and publish notice of fees to be charged for the cleansing etc. of street and any variations thereof.

## Offences

A person who:-

- (a) Engages in street trading in a prohibited street.
- (b) Engages in street trading in a licensed street or a consent street without being authorised to do so.
- (c) Contravenes any of the principal terms of a street trading licence.
- (d) Being authorised by a street trading consent to trade in a consent street:
  - (i) trades from a stationary van, cart, barrow or other vehicle
  - or
  - (ii) from a portable stallwithout first having been granted permission to do so.
- (e) Contravenes certain conditions shall be guilty of an offence, subject to a statutory defence.

In addition a person who, in connection with an application for a street trading licence or consent, makes a false statement which he knows to be false in any material respect or which he does not believe to be true shall also be guilty of an offence.

LICENCE\MISC\ST-GN

## **DOVER DISTRICT COUNCIL - PRESENT POSITION**

In order to obtain the benefit of greater flexibility the District Council has designated those streets or parts thereof, together with any road, footway, beach or other area detailed in Appendix A to which the public has access without payment which is adjacent to the street or part of it.

In addition every other street adjoining any street referred to in Appendix A for a distance of 20 metres from its junction with each such designated street have also been designated as consent streets.

The Council has, on individual application, also designated additional streets as consent streets for specific dates in connection with Deal and Dover carnivals and Deal braderie.

### **Criteria**

All applications for consent will be considered on their merits but regard will be had to the following criteria:-

- (a) In the case of persons wishing to trade on a commercial basis the goods to be sold should usually be restricted to food, beach goods and souvenirs.
- (b) Consents should not be granted when there already exists sufficient retail outlets in the area.
- (c) Consent should not be granted if there is insufficient space and undue inconvenience and interference to pedestrians or road users will be caused or where to do so would be prejudicial to highway safety.
- (d) The Council should be satisfied as to the suitability of the applicant.
- (e) That street trading should only be permitted to take place between specified hours.

### **Roundsman**

For the purposes of exemption "Roundsman" has been defined as follows:-

A person who regularly travels a set route making deliveries to regular customers at their home.

### **Consent Conditions**

Details of the general conditions applying to a consent are attached at Appendix B.

## Fees

The Council has established the following criteria in respect of fees.

- (i) The annual fee should be such that the costs of the service are met by the users thereof.
- (ii) A daily fee is also payable in respect of one off applications.
- (iii) Local carnivals, braderies and tourism promotions - to be determined by Officer in consultation with Co-Chairmen of the Technical Services Committee.
- (iv) Registered charities - no charge.

In the event of an application being refused the whole fee is refunded and in those cases where consent is prematurely surrendered or revoked a proportion of the fee relating to the unexpired completed months is refunded upon request.

## Determination of Applications

Applications must be made on the correct form (Appendix C) and be accompanied by the appropriate fee.

The Council will seek the views of the Chamber of Trade, Town Council, Local Police and any other organisation that may be deemed appropriate prior to the matter being placed before the relevant Committee of the Council. As meetings of the Committee are some weeks apart time scales should be discussed with the relevant member of staff.

## Consents

Consents are issued for a maximum of 12 months and applications for renewal should be made in good time.

If you sell the business that has the benefit of a street trading consent you must notify the Council immediately. The new owner of the business must apply to the Council for consent.

A consent holder may employ other persons to assist in his trading without further consents being required.

## Enforcement

The Licensing Team Leader is empowered to revoke consents in the event of a breach of conditions or institute legal proceedings against anyone trading in a designated consent street without the benefit of a valid consent.

The submission of an application for consent does not permit trading.

White Cliffs Business Park  
Dover  
Kent  
CT16 3PJ



**DOVER DISTRICT COUNCIL**

**DESIGNATED CONSENT STREETS**

Deal

Albert Road  
Alfred Square (High Street to Alfred Row)  
Beach Street  
Broad Street  
Court Road  
Cornwall Road  
Deal Castle Road  
Dover Road (Ripple Road to The Strand)  
Duke Street (High Street to Robert Street)  
Farrier Street (High Street to Middle Street)  
George Alley  
Gilford Road  
Godwyn Road  
Golf Road (Godwyn Road to Western Road)  
Granville Road  
Griffin Street (High Street to George Street)  
Hamilton Road  
High Street  
Ivy Place  
King Street  
Kingsdown Road  
London Road (Queen Street to Sholden New Road)  
Manor Road  
Marine Road  
Marina, The  
Market Street (High Street to Middle Street)  
Middle Deal Road  
Middle Street (King Street to Market Street  
King Street to Middle Street Car Park  
Broad Street in southerly direction for 20 metres  
South Street in northerly direction for 20 metres)

Mill Hill  
Mill Road  
Mongeham Road (London Road to St Richards Road)  
New Street  
Oak Street (High Street to Middle Street)  
Park Avenue  
Park Street (High Street to eastern boundary of No. 4)  
Peter Street  
Prince of Wales Terrace  
Promenade (From junction of The Marina/Beach Street to southern boundary of Deal Castle)  
Queen Street  
St George's Road (High Street to western boundary of Town Hall Car Park)  
St Georges Passage  
St Richards Road  
Salisbury Road

Sondes Road  
South Court  
South Parade  
South Street  
Stanhope Road (High Street to eastern boundary of Astor Theatre)  
Station Road (Dover Road to Court Road)  
Strand, The  
Union Road (High Street to western boundary wall of Union Road Car Park)  
Victoria Parade  
Victoria Road  
Water Street (High Street to Robert Street)  
Wellington Road (High Street to eastern boundary wall of No. 27)  
Western Road

### Dover

A20 (Eastern Dock to Court Wood Interchange)  
Alkham Road (Abbey Road to London Road, Temple Ewell)  
Astor Avenue  
Barton Road  
Beaconsfield Avenue  
Beaconsfield Road  
Bench Street  
Biggin Street  
Bridge Street  
Brookfield Avenue (Whitfield Avenue to Buckland Avenue)  
Buckland Avenue  
Cambridge Road  
Camden Crescent  
Cannon Street  
Castle Hill Road (Maison Dieu Road to Upper Road)  
Castle Street  
Chapel Lane  
Charlton Green (Frith Road to Maison Dieu Road)  
Cherry Tree Avenue  
Chilton Way  
Church Street  
Coombe Valley Road  
Connaught Road  
Crabble Hill  
Crabble Road  
Dieu Stone Lane (Cannon Street to bridge over the River Dour)  
Dolphin Lane  
Dolphin Passage  
Dolphin Place  
Duoro Place  
Eaton Road  
Edwards Road  
Effingham Crescent  
Elms Vale Road (Elms Hill to Folkestone Road)  
Esplanade  
Fishmongers Lane  
Flying Horse Lane  
Folkestone Road (Little Farthingloe Farm to Priory Road)  
Frith Road

Gaol Lane  
High Street  
Honeywood Road  
King Street  
Ladywell  
Last Lane  
Lewisham Road  
London Road, Dover  
London Road, River  
London Road, Temple Ewell (Railway Bridge to London Road, River)  
Maison Dieu Place  
Maison Dieu Road  
Marine Parade (Waterloo Crescent to Townwall Street)  
Market Square  
Market Street  
Melbourne Avenue  
Mill Lane  
New Bridge  
New Street  
Park Avenue  
Park Place  
Pencester Road  
Peter Street  
Priory Hill (High Street to the western boundary of the United Reformed Church)  
Priory Road  
Priory Street  
Queen Street  
Queens Gardens  
Russell Street  
St James Lane  
St James Street  
St Mary's Passage  
Snargate Street (Service Road)  
Stembrook  
Tavernors Lane  
Tower Hamlets Road  
Tower Hamlets Street  
Unnamed road between Cambridge Terrace and Waterloo Crescent  
Victoria Crescent  
Waterloo Crescent  
Wellesley Road  
Whitfield Avenue  
Whitfield Hill  
Wood Street  
Woolcomber Street  
Worthington Street  
York Street

NB. The promenade of Dover has been specifically excluded from consent street provisions but the prior approval of the Dover Harbour Board is required.

## Sandwich

All streets within area bounded by The Butts, Millwall, Ropewalk, The River Stour and The Guestling Stream

The Ash Road (A257) (Town Wall to Sandwich Bypass)

Deal Road (Dover Road to Sandwich Bypass)

Dover Road (Town Wall to Deal Road)

Ramsgate Road (High Street to Sandwich Bypass)

Woodnesborough Road (Town Wall to Sandwich Bypass)

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**STANDARD CONDITIONS APPLICABLE TO STREET TRADING CONSENT**

1. The consent is personal to the trader and is not transferable.
2. The holder may only site the permitted structure at the approved location(s).
3. A plate bearing THE NAME OF THE HOLDER AND THE NUMBER OF HIS CONSENT or a copy of the consent, shall be shown in a conspicuous plan.
4. The holder may only trade between the approved times.
5. The holder may only sell articles approved by the Council.
6. The holder shall indemnify the District Council against any claims in respect of injury damage or loss arising out of the grant of this consent (except insofar as any claim in respect of injury damage or loss is attributable to the negligence of the Council) and shall if required maintain a public liability insurance policy with a limit of indemnity of up to £5 million. The holder shall produce the certificate of insurance and any renewal thereof within 24 hours of the original expiry date.
7. The name and address of all employees shall be notified to the relevant local Police Station at least 48 hours before the commencement of the period of employment.
8. All employees must be issued with an identification/authority card.
9. No person under the age of 17 years shall engage or be employed in street trading.
10. Suitable fire extinguishers shall be provided in appropriate cases.
11. A suitable first aid box shall be provided.
12. The prior consent of the Council shall be obtained to the use of temporary electrical fittings and such fittings are to be correctly wired and powered via recognised standard electrical outlets. Electrical leads to such fittings are to be run out of reach of the public and all electrical lampholders within reach of the public shall be kept fitted with lamps or otherwise protected.
13. The holder shall take all reasonable and proper precautions for the safety of all other persons using the street(s) and to prevent danger to persons using the street(s).
14. The consent holder shall not cause any nuisance or annoyance howsoever arising to the occupiers of the adjoining properties or to any person using the said properties or adjoining streets, nor shall he cause any obstruction of the highway.
15. The consent holder shall comply with the reasonable requests of a duly authorised officer of the Council to take such action as is considered necessary to abate any nuisance or obstruction.
16. Public highways shall be maintained in a clean condition during each days trading and all rubbish and waste paper accumulated throughout the daily operation of this consent shall be removed at the end of each days trading.

17. The consent holder shall observe perform and comply with all relevant statute law, common law and bye law provisions, including Road Traffic Regulation Orders made by the Highway Authority.
18. The prior approval of the local police is needed in connection with the entry into pedestrian areas of any vehicle associated with the consent.
19. Any vehicle or stall etc. used in connection with the operation of this consent shall comply with all relevant food hygiene and health and safety legislation.
20. Any vehicle used in connection with the operation of this consent shall be properly taxed, have a valid certificate of motor insurance and, where appropriate, a valid M.O.T. Certificate.
21. The consent holders vehicle shall not wait for the purposes of loading in any residential street for a period of longer than 30 minutes in any period of 3 hours.
22. The issue of a street trading consent shall purport to grant to the holder any other licence or permission required under any other enactment or requirement.
23. A consent may be surrendered at any time.

CCGEN\ST-GN

**Useful contacts:**

Environmental Health Food Safety Team: 01304 872216

[http://www.dover.gov.uk/environment/environmental\\_health/food\\_safety.aspx](http://www.dover.gov.uk/environment/environmental_health/food_safety.aspx)

Kent County Council Highways: 08458247800 (ask for Roadworks Team)

[www.kent.gov.uk](http://www.kent.gov.uk)

Trading standards: <http://www.tradingstandards.gov.uk/kent/contact.htm>

**For information on starting up a business:** <https://www.gov.uk/>



**LN/000007104**

**LOCAL GOVERNMENT  
(MISCELLANEOUS PROVISIONS) ACT 1982**

**STREET TRADING CONSENT**

The **DOVER DISTRICT COUNCIL** in pursuance of the provisions of Part III of the Local Government (Miscellaneous Provisions) Act 1982, hereby grant consent to:

**Jennie Bartram**  
of



to act as a Street Trader in the following street(s): **High Street, Deal (outside St Georges Church)**

Permission is given to the holder to trade in the street(s) from the following structure: **Gazebo 2.5m x 2.5m**

Permission is given for the sale of: **Fruit and Veg**

Trading may take place between the following times: **08:30 to 16:30**

THIS CONSENT shall continue in force from **1st May 2023** until **30th September 2023** unless previously revoked or surrendered.

DATED: **2nd May 2023**

A handwritten signature in black ink, appearing to read "Rebecca Pordage".

**Licensing Manager**  
Rebecca Pordage  
Licensing Section



**CONDITIONS APPLICABLE TO STREET TRADING CONSENT**

1. The consent is personal to the trader and is not transferable.
2. The holder may only site the permitted structure at the following location(s): See body of Consent.
3. There shall be fixed and kept in some conspicuous place on the permitted structure a plate bearing THE NAME OF THE HOLDER AND THE NUMBER OF HIS CONSENT or a copy of the consent, suitably protected.
4. The holder may only trade between the following times or the following periods:  
**Wednesday, Thursday, Friday and Saturday 08:30 to 16:30**
5. The holder may only sell the following articles in the street  
**Fruit and Vegetables**
6. The holder shall indemnify the District Council against any claims in respect of injury damage or loss arising out of the grant of this consent (except insofar as any claim in respect of injury damage or loss is attributable to the negligence of the Council) and shall maintain a public liability insurance policy of an appropriate level. The holder shall produce the certificate of insurance and any renewal thereof within 24 hours of the original expiry date.
7. Details of the name and address of all employees shall be notified to the relevant local Police Station at least 48 hours before the commencement of the period of employment.
8. The holder must ensure that all employees are issued with an identification/authority card.
9. No person under the age of 17 years shall engage or be employed in street trading.
10. Suitable fire extinguishers shall be provided in appropriate cases.
11. A suitable first aid box shall be provided.
12. The prior consent of the Council shall be obtained to the use of temporary electrical fittings and such fittings are to be correctly wired and powered via recognised standard electrical outlets. Electrical leads to such fittings are to be run out of reach of the public and all electrical lampholders within reach of the public shall be kept fitted with lamps or otherwise protected.
13. The holder shall take all reasonable and proper precautions for the safety of all other persons using the street(s) and to prevent danger to persons using the street(s).
14. The holder shall not cause any nuisance or annoyance howsoever arising to the occupiers of the adjoining properties or to any person using the said properties or adjoining streets, nor shall he cause any obstruction of the highway.

15. The holder shall comply with the reasonable requests of a duly authorised officer of the Council to take such action as is considered necessary to abate any nuisance or obstruction.
16. Public highways shall be maintained in a clean condition during each days trading and all rubbish and waste paper accumulated throughout the daily operation of this consent shall be removed by the holder at the end of each days trading. Failure to do so will result in a rechargeable fee to the holder.
17. The holder shall observe perform and comply with all relevant statute law, common law and bye law provisions, including Road Traffic Regulation Orders made by the Highway Authority.
18. There will be no loading or unloading between the hours of 10.00 am and 4.00 pm daily.
19. Any vehicle or stall etc. used in connection with the operation of this consent shall comply with all relevant food hygiene and health and safety legislation.
20. Any vehicle used in connection with the operation of this consent shall be properly taxed, have a valid certificate of motor insurance and, where appropriate, a valid M.O.T. Certificate.
21. The holders vehicle shall not wait for the purposes of loading in any residential street for a period of longer than 30 minutes in any period of 3 hours between the permitted time as outlined in condition 18.
22. Nothing in this consent shall purport to grant to the holder any other licence or permission required under any other enactment or requirement and the holder is specifically advised to obtain such other approval as may be required.
23. This consent may be surrendered at any time.

### **Additional conditions**

- No fixed seating is to be provided.
- You must ensure that the area in the vicinity of the trading area will be cleared of litter after the close of each day of trading.

**DOVER DISTRICT COUNCIL**  
**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**  
**APPLICATION FOR STREET TRADING CONSENT**

**APPLICANT**

SURNAME:	BARTRAM	
FIRST NAME(S) in full	JENNIE	
TRADING AS	[REDACTED]	
PERMANENT ADDRESS		
COUNTY:	[REDACTED]	[REDACTED]
TELEPHONE NO:	Code	[REDACTED]
DATE OF BIRTH:	[REDACTED]	

**TRADING DETAILS**

NAME OF STREET(S):	High Street outside St Georges Church	
DATES OF TRADING:	Wednesday to Saturdays (All year Round)	
BETWEEN THE TIMES:	8:00 AM AND 4:00 PM	
DESCRIPTION OF ARTICLES TO BE SOLD:	Fruit, SALADS and Veggies	

Is any cart, barrow, stationary van or other vehicle or portable stall to be used in connection with the trading of the above articles:

(YES/NO)

IF YES (i) SPECIFY TYPES:	GAZEBO
(ii) GIVE DETAILS INCLUDING DIMENSIONS:	2.5 / 2.5 metres
(iii) DETAIL PRECISE LOCATION REQUIRED:	outside St Georges Church - Right hand side when looking at entrance
(iv) REGISTRATION NO. (if appropriate):	GM17 CFJ



HAVE YOU SOUGHT THE ADVICE OF THE ENVIRONMENTAL HEALTH OFFICER IN RESPECT OF FOOD HYGIENE AND HEALTH AND SAFETY MATTERS

YES/NO

IF YES, PLEASE ATTACH COPIES OF RELEVANT CORRESPONDENCE

HAVE YOU EVER BEEN REFUSED A STREET TRADER'S LICENCE OR CONSENT IN THIS OR ANY OTHER AREAS?

YES/NO

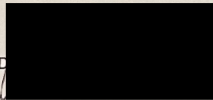
IF YES, PLEASE GIVE DETAILS

HAVE YOU EVER BEEN CONVICTED OF ANY OFFENCE INVOLVING DISHONESTY, VIOLENCE OR FOOD MATTERS. IF YES, PLEASE GIVE DETAILS

YES/NO

- I DECLARE THAT I HAVE CHECKED THE INFORMATION GIVEN ON THIS APPLICATION FORM AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IT IS CORRECT.
- I ENCLOSE £490.00 BEING THE APPROPRIATE FEE (£130 FOR AN OCCASIONAL)
- TWO RECENT PHOTOGRAPHS OF MYSELF (PHOTOS CAN BE TAKEN AT THE OFFICES BY PRIOR APPOINTMENT)
- WRITTEN APPROVAL FROM THE OWNER OR OCCUPIER OF ANY PRIVATE LAND FORMING PART OF THE APPLICATION

SIGNED



DATED:

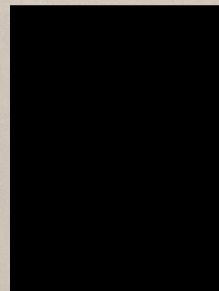
8<sup>th</sup> August 2023

**NOTE:**

If any person makes a false statement or omits any material particular in giving the foregoing information knowingly he shall be guilty of an offence under Paragraph 10 of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982, and shall be liable on summary conviction to a fine not exceeding four hundred pounds.

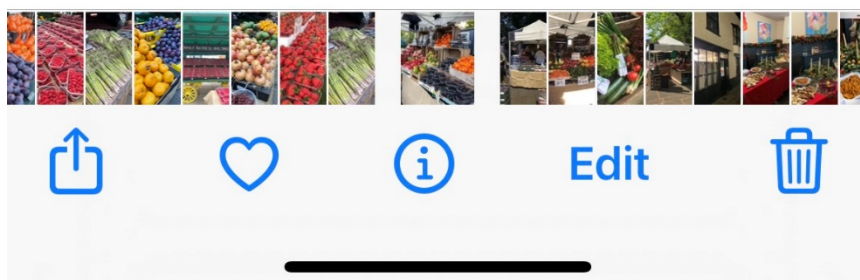
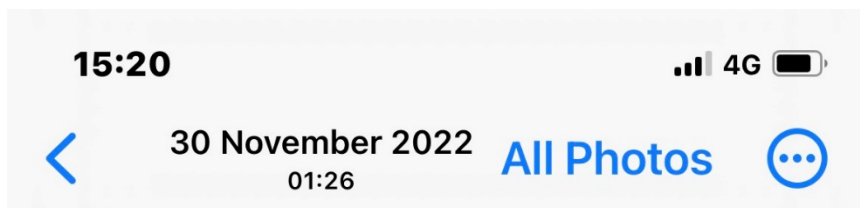
This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on the form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

LICENCE\MISC\STAPPL



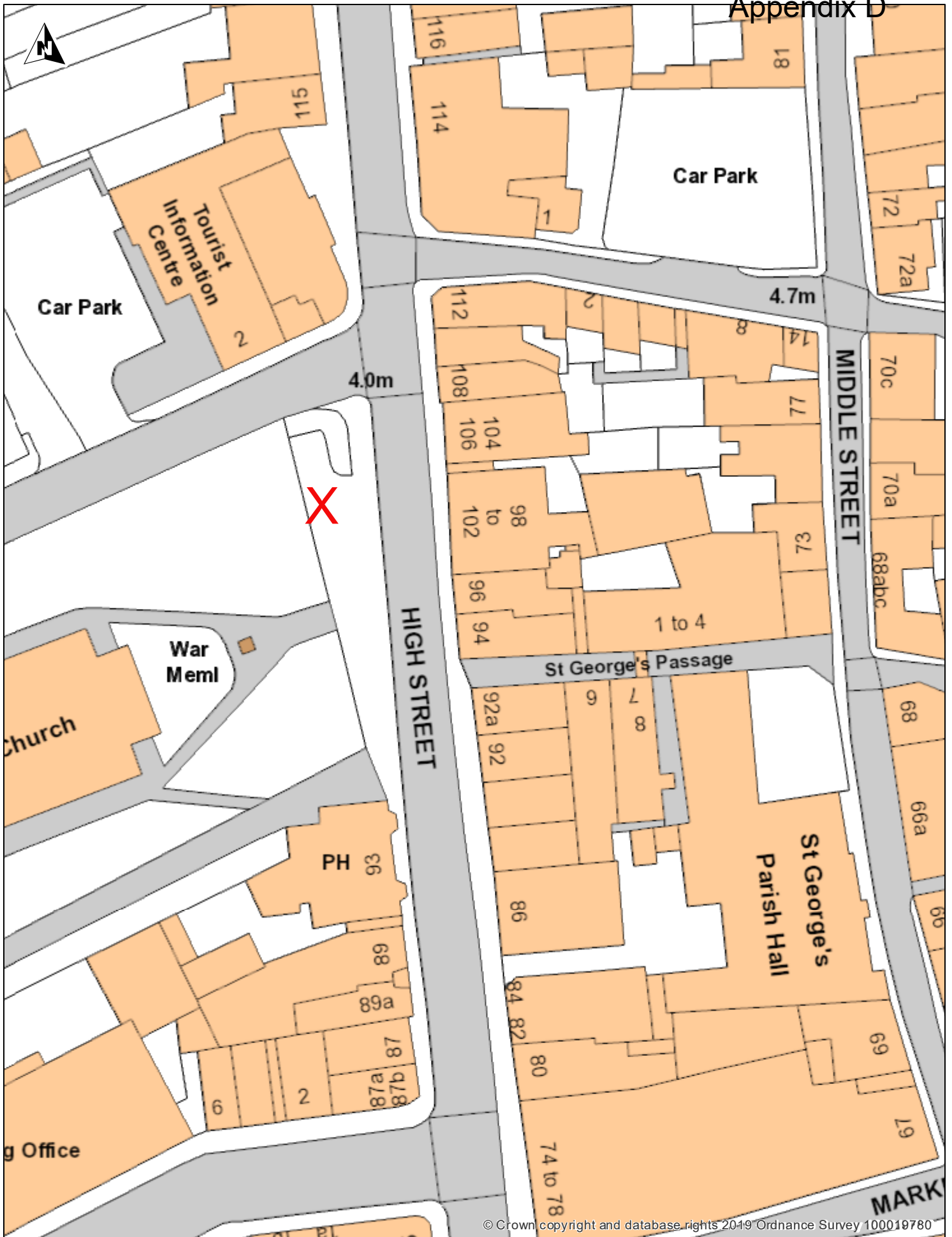












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Title: Dover District Council

Author: Dover District Council

Scale 1:500

Map Dated: 02/07/2021

Dover District Council  
 Honeywood Close  
 White Cliffs Business Park  
 Whitfield  
 DOVER  
 CT16 3PJ





**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** FW: Street Trading Consent- Street Record, High Street, Deal, Kent.  
**Date:** 30 October 2023 11:37:04

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**From:** [REDACTED] <[REDACTED]@[REDACTED]>  
**Sent:** Tuesday, August 22, 2023 8:28 PM  
**To:** DDC Licensing <licensing@DOVER.gov.uk>  
**Subject:** Re: Street Trading Consent- Street Record, High Street, Deal, Kent.

Hello Aimee

Deal and Walmer Chamber of Trade feel that a stall has an unfair advantage over a shop on the high street that has to pay rent, rates and utility bills to keep trading.

The stall is also in competition with a shop in the area called The Merchant of Relish whose income has suffered when this has been open only on Saturdays during the Summer period.

The applicant is also a shop owner at 36 High Street Deal CT14 6EL, could they not be content with the trade they have at their new site on the high street?

Kind regards

Peter Davies  
Secretary  
Deal Chamber of Trade  
T: [REDACTED]  
E: [REDACTED]  
W: [REDACTED]

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**From:** [REDACTED]  
**To:** [DDC Licensing](#)  
**Cc:** [REDACTED]@ [REDACTED]  
**Subject:** St Georges Church, High Street, application opposal.  
**Date:** 30 August 2023 21:57:29

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You don't often get email from [REDACTED]@ [REDACTED] [REDACTED] [Learn why this is important](#)

Dear Sir or Madam,

I am writing to you to oppose the decision to allow Lavender and Blackberry to trade outside St, Georges Church, High Street, Deal, on the days Wednesday to Saturday through the year.

My reasons for opposing this application is that I have traded on a Saturday for approximately 10 years as the greengrocer and if this proprietor is allowed to also trade near the market on a Saturday, it would have a detrimental effect on my business and the people I employ.

I have already had to let one of my workers go due to them trading on a Saturday between May and September and now they are applying to do this all year, I may have to let more of my staff go as it is affecting my trade. This is because customers have to walk past their position to get to my stall and as certain fruit lines are an impulse buy the customer is buying from the first stall in town. As you can imagine and as a family man myself I do not want to put families that are already struggling at risk by having to cease their employment.

The above retailer already has a shop in the high street and I feel by allowing them to trade near the market on a Saturday will damage the business I have grown over the last 10 years.

We do not want to stop other people from making a living so if they are allowed to trade here on a Saturday, can we also apply for a stall next to their position, or if possible, we trade on a Saturday, like we have done over the last 10 years and they trade on the other days so neither retailer is affected by the other.

Please can you consider my application to oppose the decision to allow the above company to trade on a Saturday and I will look forward to hearing your decision.

My contact number is [REDACTED]

Kind regards  
John Beaney  
Greengrocer at Deal Market

**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** FW: Street Trading Consent- Street Record, High Street, Deal, Kent.  
**Date:** 30 October 2023 11:41:43

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**From:** [REDACTED] <[REDACTED]@[REDACTED]>  
**Sent:** Tuesday, September 5, 2023 1:39 PM  
**To:** DDC Licensing <[REDACTED]@[REDACTED]>  
**Subject:** Fw: Street Trading Consent- Street Record, High Street, Deal, Kent.

Dear Aimee

Following the Deal Town Council Planning Committee meeting on 4<sup>th</sup> September 2023, the Committee would like to:

Object to the application for Street Trading Consent outside St Georges Church on the grounds of:

1. This use of public land for commercial purposes has a detrimental effect on other traders and is avoiding charges
2. This area has previously been used for charitable purposes and public entertainment and therefore is a loss of space.

Regards

Laura Marney

Committee Clerk

Deal Town Council

[REDACTED]

[REDACTED]

[REDACTED] <[REDACTED]@[REDACTED]>

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**From:** [REDACTED]@ [REDACTED]  
**To:** [DDC Licensing](#)  
**Subject:** Application for permanent licence to trade in Deal from a stall by Jennie Bartram  
**Date:** 10 September 2023 14:56:05

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To Whom it may concern

We strongly object to the above to make the temporary licence, permanent, to sell Fruit, Salad & Vegetables from Wednesday to Saturday (all year) from 8.00 to 16.00 outside St George's Church, from a stall, applied for by Jennie Bartram

1. Deal already has sufficient retail outlets selling the above produce, in close proximity to the proposed trading area. There are 6 varying bricks and mortar shops and the Saturday market meeting consumer need. This includes Lavender and Blackberry trading at 35 High Street with stalls on the pavement.

The Dover DC's Trading Guidance Notes states that "Consents should not be granted when there already exists sufficient retail outlets in the area".

2. It would be wrong for a precedent to be set by allowing a stall a permanent licence to trade. Deal has a wonderful, Saturday market, which sits very comfortably within the existing High Street. The place for a market stall is surely in the market. Deal has become very busy and it is taking up valuable space, particularly on a Saturday for visitors and locals to sit and enjoy an outside drink.

3. Dover Council deemed it necessary to close the High Street from 10.00 to 14.00 hrs on a Saturday because of lack of safe pavement space. In addition this location is popular with street Musicians, enjoyed by many and they add far more to the life and colour of the High Street.

3. I have traded for nearly 20 years from brick and mortar premises and am happy to welcome new businesses which add to the well being and balance of the High Street. This application would not do this.

4. Trading from a stall has none of the overheads of a retail operation and it would be setting an unfair advantage over the other shops.

Deal works so well with its current shops and market which makes it a unique place for locals and visitors alike. I ask you not to jeopardise this situation by allowing the application to go through.

Yours faithfully

Barbara Smyth  
Twos's Company  
92 High Street

**From:** [Sarah Wellard](#)  
**To:** [DDC Licensing](#)  
**Subject:** Objection to street trading application  
**Date:** 12 September 2023 11:15:20

---

Good morning

I am writing in relation to the street trading application that has been made by a Ms Jennie Bartram, for a fruit and vegetable stall to be placed outside St Georges Church on Deal High Street.

I object to this application on the following grounds:

1) There is an already saturated market of fruit and vegetable outlets in the centre of Deal. According to DDC street trading guidelines, this in itself is clear criteria for not granting the application. There is currently 6 outlets (7 on a Saturday) within walking distance of each other.

2) The current "bricks and mortar" outlets risk being put out of business by street traders who do not have the same overheads and are therefore able to undercut them on price. This leads to failed business and empty shops on our high street. Which in turn leads to an undesirable town, less visitors, and less revenue. It is a downward spiral for local businesses in every sector.

3) The applicant already has a greengrocer shop within the pedestrian precinct that has a large fruit and vegetable stall placed in front of it. As far as I am aware this pitch is not licensed. It would make sense for them to apply for a licence for the pitch they are already using directly outside their shop, rather than monopolising the community space outside the church which is currently enjoyed by locals as a sociable meeting place.

4) We already have a thriving market on a Saturday. There is not a need for more market stalls invading the High Street. It is worrying that by granting this application it would set a precedent for future unnecessary stalls crowding the streets and undermining local businesses.

5) The applicant has no regard for the businesses opposite St George's Church when loading and unloading their van each day. The noise and disruption is a nuisance, particularly for Le Pinaidier Wine Shop and Bar, whose customers are trying to relax without interference.

Please can you keep me updated as to the progression of this application.

Kind regards,

Sarah Wellard  
Local resident and business owner.

## Arno&Co

### Summary of Objections to a Street Trading Consent Application

Applicant: Jennie Bartram  
To sell: Fruit, Salad and Vegetables  
Timings: Wednesday - Saturday (all year round) 08:00 to 16:00  
Dimensions: 2.5m x 2.5m (Gazebo)  
Location: Outside St George's Church, High Street, Deal

A **summary** of my objections to the above application is set out below. Full details are set out in the letter attached.

1. Dover DC's own Street Trading Guidance Notes state that "*Consents should not be granted when there already exists sufficient retail outlets in the area.*". There are already sufficient businesses in Deal servicing the green grocery market, all within walking distance of each other.
2. I am unclear how the current temporary licence was granted to the Applicant when Dover DC's own guidelines state that a license should be denied when there are (and were, in the case of this site, at the time of the initial grant of the temporary licence) sufficient retail outlets. But the circumstances in which the permanent Application is now made are fundamentally different to when the temporary license was granted because the Applicant has since started trading in greengrocery at the bricks and mortar site, Lavender and Blackberry of Deal, at 35 High Street, Deal, adding a further retail outlet to an already saturated local market.
3. Greater clarity as to how the Council judges sufficiency of supply in a local market would assist transparency of decision making.
4. Lavender and Blackberry of Deal already trades from the pavement, outside of their bricks and mortar site at 35 High Street, without a consent or licence to do so. See photograph in the letter attached. Is the Council satisfied as to the suitability of the Applicant (as required by Dover DC's Street Trading Guidance Notes)?
5. I am extremely concerned about the precedent it sets if a permanent street trading consent is granted in response to the Application. We already have a thriving market in Deal on Saturdays, in the main car-park. That is the right forum for local street trading, not ad hoc stalls appearing on the crowded High Street itself.
6. Bricks and mortar business (which are what make Deal High Street so unique and so special), cannot compete against street traders who do not have the same business overheads. I have personal experience and have witnessed first-hand how street traders can undercut and kill the established bricks and mortar businesses that are both the foundation and lifeblood of local retail communities.
7. The Applicant fails to operate at full or regular capacity under the current temporary street trading consent and, as such, fails to provide a reliable retail presence (in the past two weeks the stall had been operational once, which was on a Saturday, when the Deal Town Market is also already trading).

**Arno&Co**  
**94 High Street**  
**Deal**  
**CT14 6EE**

12 September 2023

Licensing Section  
Dover District Council  
White Cliffs Business Park  
Dover  
Kent  
CT16 3PJ

Copy also sent by email to [licensing@dover.gov.uk](mailto:licensing@dover.gov.uk)

**Representations about a Street Trading Consent Application made by Jennie Bartram, for Deal High Street**

1. I am the proprietor of Arno&Co, a speciality food provisions store on Deal High Street, located opposite the proposed trading site of the following street trading consent application (the “**Application**”):

Applicant:	Jennie Bartram
To sell:	Fruit, Salad and Vegetables
Timings:	Wednesday - Saturday (all year round) 08:00 to 16:00
Dimensions:	2.5m x 2.5m (Gazebo)
Location:	Outside St George’s Church, High Street, Deal

2. You have invited written representations about the Application to be submitted by 13 September 2023. I object to the Application and believe it should be denied, in line with the criteria set out in Dover DC’s own Street Trading Guidance Notes which state:

*“(b) Consents should not be granted when there already exists sufficient retail outlets in the area.”*

3. I would make the case that there are already sufficient businesses providing these particular goods along our high street, all within walking distance of each other.

- Bartlett and White (21 High Street);
- Lavender and Blackberry of Deal (35 High Street) owned by the Applicant, (formerly trading as Prentice & Co Greengrocers at the time the temporary licence was applied for and granted)
- The Merchant of Relish (119 High Street)
- Aldi Supermarket (95 West Street)
- Sainsbury Supermarket (36-38 West Street)
- Iceland Supermarket (2-6 Queen Street)
- the greengrocery and flower stalls on the Deal Saturday market



4. It is my opinion that the greengrocery (fruit, vegetables and salad) demand in Deal is fully met already and there is no need for extended greengrocery trading.
5. Lavender and Blackberry of Deal already trades from the pavement, outside of its bricks and mortar site at 35 High Street, without a license to do so. See photo evidence below. Is the Council satisfied as to the suitability of the Applicant (as required by Dover DC's Street Trading Guidance Notes)?





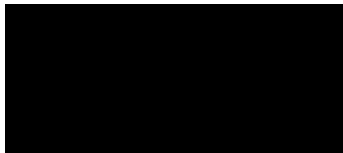
6. Also, it is not clear from the Application, and Lavender & Blackberry of Deal's request for support from the community exactly they wish to be trading in, as the A-Frame (see above photograph) only refers to a fruit stall, and the Application is for fruit, salad and vegetables.
7. It is unclear to me how the current temporary licence was granted to the Applicant when Dover DC's own guidelines state that a license should be denied when there are (and were, in the case of this site, at the time of the initial grant of the temporary licence) sufficient retail outlets of the same trading type (as listed above). I urge the council to reconsider the validity of the current temporary license considering the existence of all the other permanent traders already servicing the greengrocery market in Deal.
8. Further evidence in support of revoking the current temporary license is that the circumstances in which the permanent Application is now made are fundamentally different to when the Temporary license was granted. This is because the Applicant has since taken occupancy of a bricks and mortar site, Lavender and Blackberry of Deal, at 35 High Street, adding a further retail outlet to an already saturated local market.
9. It would be beneficial for everyone to know the exact criteria that is taken into consideration when such decisions are made by the council for the sake of clarity and transparency. In particular, what the council deems "sufficient retail outlets".
10. If the Applicant wished to trade at the Saturday market, I am confident that the application would be rejected on the basis that fruit, vegetables and flowers are already fully represented there.
11. I am also extremely concerned about the precedent which is set if a permanent street trading consent is granted in response to the Application. We already have a thriving market in Deal on Saturdays, in the main car-park. That is the right forum for local street trading, not ad hoc stalls appearing on the already crowded High Street itself. Granting the licence applied for here sets the precedent for other potential traders directly on the street and not in the designated spaces for the market in the car-park, and under the town hall. This will create unfair trading conditions which bricks and mortar retailers cannot compete with, ultimately driving them out of business.
12. The granting of the existing temporary license seems unfair, given the objections that were made at the time, with no hearing provided for those who wished to voice their objections (so far as I am aware). This is entirely contrary to the process I was asked to follow when an objection was made for a street furniture application I had made when opening my store, which already had the precedent of a street furniture licence (granted to the previous occupant of my shop). When I questioned why an objection would be upheld (given the historic licence with no complaints) I was informed by the councillor that it was the democratic process and that I could counter argue my case at the hearing. I would have expected similar protocol to have been followed in this instance, but instead I saw the same councillor in person, on Deal High Street, distributing details of the Application on behalf of the Applicant. This seems neither impartial nor fair.
13. Bricks and mortar business (which are what make Deal High Street so unique and so special), cannot compete against street traders who do not have the same business overheads. I have personal experience and have witnessed first hand how street traders can undercut and kill the

established bricks and mortar businesses that are both the foundation and lifeblood of local retail communities.

14. It should also be noted that the Applicant fails to operate at full or regular capacity under the current temporary street trading consent. In the past two weeks the stall had been operational once, which was on a Saturday, when the Deal Town Market was also already trading. It does not offer a reliable retail presence which brings into question how a full trading license would be effectively and reliably serviced.

15. I hope that my objections will be properly taken into account by the Council when it considers the application. Please do let me know if I can provide you with any additional information. I confirm that I will attend, or have a representative to attend, the Council hearing in respect of the Application, if this would assist the Council.

Yours faithfully,



**Arno Karsten**  
**Proprietor, Arno&Co**

██████████@██████████.██████████  
██████████ ███████████ ███████████

**From:** [Michael Murray](#)  
**To:** [DDC Licensing](#)  
**Subject:** Market Stall outside St George"s Church Deal  
**Date:** 12 September 2023 15:08:49

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[You don't often get email from [REDACTED]@ [REDACTED]. [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

I am writing on behalf of a few friends to comment on the proposal to have the Market Stall from 8-4 on 4 days a week.

We think that it would be a great shame to destroy the lovely peace and quiet in the morning next to the Church - there are very few places like it in Deal, with a nice shady trees under which to relax.

There are few shoppers there first thing in the morning.

The stall would block sight of the Historic Deal Notice board and the Charities Notice board (would they be moved elsewhere?)

There are already two good greengrocers two minutes walk away along the High Street.

Perhaps there might be a case to permit it on Fridays when the weekenders are down and it is much busier?

I am writing on behalf of friends as they do not feel it is worth commenting nowadays! Also, two had not seen the notice, thinking it was to do with St George's Church.

Yours faithfully

M Murray

Merrygardens,  
96 High Street.  
Deal,  
CT14 6EE  
11th September, 2023

Licensing Section,  
Dover District Council,  
White Cliffs Business Park,  
Dover,  
Kent,  
CT16 3PJ

Re. Local Government (Miscellaneous Provisions) Act 1982.  
Street Trading Consent  
Applicant: Jennie Bartram  
To Sell: Fruit, Salad and Vegetables  
Timings: Wednesday - Saturday (All year round) 08:00 to 16:00  
Location: Outside St. George's Church, High Street, Deal

Copy of letter of objection e-mailed to [licensing@dover.gov.uk](mailto:licensing@dover.gov.uk) on 11/9/23

Dear Sir/Madam

Proposal is to sell fruit, salad and vegetables, Wednesday's to Saturdays  
outside St George's Church, High Street, Deal all year round

Our objections are as follows:

-It would be unfair to shops whose overheads far exceed a stall. Eg, rent and rates

-Would undermine the historic Saturday Market including the Council's own pleasing initiative to unify style and appearance, as well as their intent to contain such stalls in one location

-The stall currently obscures the Church's notice board, and impedes access to the Town notice board, flowerbed seating and the bicycle stalls.

-It completely deters buskers and musicians along with their contribution to local colour

-Loading in the evening has been seen to take 25 minutes and the large Fiat van

interferes with other shops light, access and normal business activity. One assumes the morning set-up is equally disruptive, especially during the mad Saturday morning scramble when the road is shut at 10am

-This company has form in spilling over from permitted trading onto the street and as to what is sold.

-In the instances above and in many others granting this consent would undermine Council policy (Saturday Market, established shops paying rent and rates, impactful and disruptive (un)loading, encouraging existing street entertainment and the cafe culture)

Sincerely

Charles and Caroline Jubber

96/100 The High Street, Deal CT14 6EE

**From:** [Theresa Raisterick](#)  
**To:** [DDC Licensing](#)  
**Subject:** Jennie Bartram stall  
**Date:** 13 September 2023 12:34:52

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You don't often get email from [REDACTED]@[REDACTED] [REDACTED] [REDACTED] [Learn why this is important](#)

I am writing in objection to the planning application to the fruit salad and vegetables stall outside St Georges Church high street Deal Kent, on Wednesday and Saturday this stall blocks the general public or makes it difficult to access the bench in the recess by the small garden, and I understand the stall is part of the group that own the greengrocers in the town Lavender and Blackberry who seem to have taken over the pavement on that side of the high street we have several local greengrocers in our town center and I do feel this application gives is not fair to the other local traders .

from

Mrs Teresa Raistrick  
Teresa Hair Fashions  
126 High Street  
CT14 6BE

**From:** [Benoit DEZECOT](#)  
**To:** [DDC Licensing](#)  
**Subject:** Street trading application - object  
**Date:** 13 September 2023 10:35:06

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Good morning

I am writing in relation to the street trading application that has been made by a Ms Jennie Bartram, for a fruit and vegetable stall to be placed outside St Georges Church on Deal High Street.

I object to this application on the following grounds:

- 1) There is an already saturated market of fruit and vegetable outlets in the centre of Deal. According to DDC street trading guidelines, this in itself is clear criteria for not granting the application. There is currently 6 outlets (7 on a saturday) within walking distance of each other.
- 2) The current "bricks and mortar" outlets risk being put out of business by street traders who do not have the same overheads and are therefore able to undercut them on price. This leads to failed business and empty shops on our high street. Which in turn leads to an undesirable town, less visitors, and less revenue. It is a downward spiral for local businesses in every sector.
- 3) The applicant already has a greengrocer shop within the pedestrian precinct that has a large fruit and vegetable stall placed in front of it. As far as I am aware this pitch is not licensed. It would make sense for them to apply for a licence for the pitch they are already using directly outside their shop, rather than monopolising the community space outside the church which is currently enjoyed by locals as a sociable meeting place.
- 4) We already have a thriving market on a Saturday. There is not a need for more market stalls invading the High Street. It is worrying that by granting this application it would set a precedent for future unnecessary stalls crowding the streets and undermining local businesses.
- 5) The applicant has no regard for the businesses opposite St George's Church when loading and unloading their van each day. The noise and disruption is a nuisance, particularly for my business Le Pinardier Wine Shop and Bar, whose customers are trying to relax without interference.

Please can you keep me updated as to the progression of this application.

Kind regards,  
Benoit Dezecot  
Local resident and Deal business owner.

The Merchant of Relish 119 High Street Deal Kent CT14 6BB

Ref Application for street trading consent  
Jennie Bartram  
Fruit Salad and Vegetables  
Outside St George's Church

### Summary of objections

#### 1. SUFFICIENT OUTLETS ALREADY EXIST

We objected to this application last year when on the basis that the town had sufficient outlets for fruit and vegetables, now that Jennie Bartram has a shop in the high street there is even less of a call for the gazebo at St. George's.

#### 2. IMPACT ON EXISTING BUSINESSES

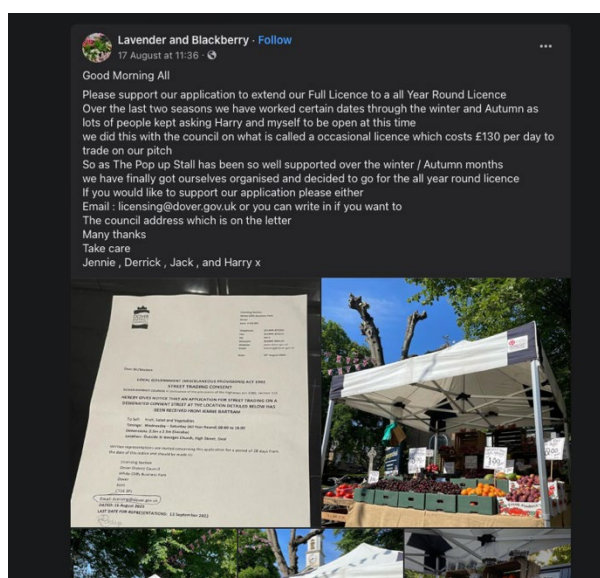
Jennie Bartram's current bricks and mortar shop was a greengrocer before the existence of the Gazebo site. Clearly this has not added to the choice of Fruit and Veg shops as it has stepped into the shoes of a previous business, the reasons for whose demise we can only surmise.

We were selling fruit and veg before the arrival of the Bartram's in Deal. They originally popped up on the green near the castle, then took the site under discussion. Their arrival has greatly impacted our trade, we have had to change our business model to survive in what has been an extremely difficult year economically.

We understand that Jennie Bartram made a heartfelt and charming pitch at the hearing last year claiming that she would bring superb value to the customer. The gazebo site unfortunately enables this by the peppercorn rent charged by the council which has created an unfair trading situation.

It's not possible for us or any small bricks and mortar business to compete with price when we are paying £12,000pa rent plus all the extras, utilities, waste collection, Wi-Fi etc It costs us £50 a day to open our shop 5 days a week in rent alone.

On 17th August Jennie Bartram has stated on her social media that she paid £130 for an occasional license to trade outside of her normal timeframe. She would be able to buy approx. 90 of these occasional licenses for the cost of our rent.



Whilst we understand the business model of buying bulk late deals (i.e market trading) allows the Bartrams to offer cheap prices. Permitting the site to become a full time is not in the spirit of fair trade, indeed we have a market for market trade, and this is where they should be, on Saturdays only but somehow the committee has seen fit to override this.

In addition, they pick and choose when they will open. They are not consistent which means their competitors can't plan their business and service their customers, the customer loses out as do other businesses. They have only been open for 4 of the last 17 days including today.



[REDACTED]

For all these reasons we are convinced that not only should the extended license not be granted but no license should be given to the Bartrams.

Andy & Suzy Kirkwood  
The Merchant of Relish.

**From:** [Ray Cole](#)  
**To:** [DDC Licensing](#)  
**Subject:** Street trading licence  
**Date:** 17 August 2023 14:42:05

---

You don't often get email from [REDACTED]@[REDACTED] [REDACTED] [Learn why this is important](#)

I wish to register my support for the above Street trading licence application by Jennie Bartram.

I feel the stall is a great benefit to that part of the High Street and I hope it continues for many years to come.

Raymond Cole  
242 Mill Road  
Deal  
CT14 9BB

Sent from [Outlook for iOS](#)

**From:** [Helen Knott](#)  
**To:** [DDC Licensing](#)  
**Subject:** Lavender and Blackberry  
**Date:** 17 August 2023 12:08:03

---

You don't often get email from [REDACTED]@[REDACTED] [REDACTED] [Learn why this is important](#)

Good afternoon

I would like offer my support for the application by the above business to trade from the stall all year round.

The addition of the stall, particularly on Saturday, brings life and people to that part of the High Street. Those who are less able or who have parked at that end of town for the market are able to access their excellent fruit and vegetables without having to walk to the other end of the street. Surrounding businesses must also benefit from the footfall.

Thank you for your attention.

Best wishes

Helen Knott

Deal resident

Get [Outlook for Android](#)

**From:** [Barry Honeycombe](#)  
**To:** [DDC Licensing](#)  
**Subject:** Jennie Bartram - pop up veg stall - support  
**Date:** 17 August 2023 12:30:42

---

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> Dear Sir/Madam

>

> I would like to support Jennie Bartram's application for all year round trading outside the church in the high street in Deal.

>

> The stall is a welcome addition to the high street and does not impede use of the pavement. It really gives everyone especially people in North Deal the ability to get quality local veg and fruit without having to go further into town and saves carrying heavy bags.

>

> The stall is well managed and well maintained.

>

> Please approve this application.

>

> Yours faithfully

>

> Barry J. Honeycombe

> Lynstead House

> 75, Salisbury Road

> Walmer

> CT147QL

>

> Sent from my iPhone.

**From:** [Les Craggs](#)  
**To:** [DDC Licensing](#)  
**Subject:** Lavender and Blackberry gazebo  
**Date:** 18 August 2023 10:33:52

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[You don't often get email from [REDACTED]@[REDACTED].[REDACTED].[REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

As a Deal resident, I support the application for an all year licence.

Les Craggs

Sent from my iPad

**From:** [Ruth](#)  
**To:** [DDC Licensing](#)  
**Subject:** Fruit and veg stall  
**Date:** 19 August 2023 10:19:51

---

You don't often get email from [REDACTED]@ [REDACTED] [REDACTED] [Learn why this is important](#)

Dear Licensing Manager,

I support Jennie Bartram's application for a year round stall outside St George's Church. I think it's a brilliant idea.

Kind regards  
Ruth

**From:** [Tracey Cooper](#)  
**To:** [DDC Licensing](#)  
**Subject:** Street trading consent  
**Date:** 19 August 2023 11:43:45

---

You don't often get email from [REDACTED]@[REDACTED] [Learn why this is important](#)

Re. the above for Mrs Bartram-fruit/veg gazebo located outside St George's Church, Deal. This business has been an excellent addition to the town centre. There are lots of customers using this facility and with the recent economic problems facing many businesses with many more independent retailers closing down, especially in small towns such as Deal, we should do everything we can to encourage and support new independent retailers into Deal to help keep our lovely town alive.

Mrs Bartram's business has certainly helped and is very much appreciated and supported by the Deal townsfolk and weekend visitors alike. Their excellent fresh produce and friendly service is certainly welcome in Deal.

Please give your consent for an all year round license. This family run independent business must be given every encouragement to continue.

Kind regards,  
Mrs Tracey Cooper  
(Deal resident and customer)

**From:** [REDACTED]  
**To:** [DDC Licensing](#)  
**Cc:** [REDACTED]  
**Subject:** Street Trading  
**Date:** 21 August 2023 11:41:55

---

You don't often get email from [REDACTED]@[REDACTED] [Learn why this is important](#)

Licensing Section  
Dover District Council  
White Cliffs Business Park  
Dover  
Kent  
CT16 3PJ

To whom it may concern,

It would be a great shame if the Lavender & Blackberry was not allowed to continue their license during the winter months outside St George's Church in Deal.

It is such a great asset to the people of Deal especially if they come from the North End of Deal. The quality of the fruit and vegetables is of exceptional high standard.

Kind regards,

Lyn Freeman  
4 George Alley  
Deal  
Kent  
CT14 6EJ



**From:** [REBECCA SKILLING](#)  
**To:** [DDC Licensing](#)  
**Subject:** Lavender and Blackberry  
**Date:** 22 August 2023 09:37:10

---

You don't often get email from rebeccaskilling@hotmail.co.uk. [Learn why this is important](#)

Good morning,

I firmly approve of the application for a full trading licence for lavender and Blackberry to trade, they are such an asset to the town.

We hope the council also sees the benefits of such businesses.

Regards  
Rebecca Skilling

██████████@██████████.██████████

Sent from [Outlook for Android](#)

**From:** [Jo Keddie](#)  
**To:** [DDC Licensing](#)  
**Subject:** Licence: Lavender and Blackberry support  
**Date:** 31 August 2023 15:12:02

---

You don't often get email from [REDACTED]@[REDACTED] [REDACTED] [Learn why this is important](#)

To whom it may concern,

I'm emailing you to notify you of my support to our local business 'Lavender and Blackberry ' to extend their full licence to an all year-round licence.

They are certainly an asset to Deal High Street.

I am happy for you to contact me via this email address if you would like any further details.

Best wishes,

Joanna Keddie-Mannell (Mrs)

Sent from [Outlook for Android](#)

**From:** [Leah Stewart](#)  
**To:** [DDC Licensing](#)  
**Subject:** GH greengrocers, Deal  
**Date:** 04 September 2023 15:13:09

---

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I email to support the application the names greengrocers to maintain a pop up stall in winter

Kind regards

Leah Stewart

Sent from my iPhone

**From:** [Yvonne Stewart](#)  
**To:** [DDC Licensing](#)  
**Subject:** Street fruit @ veg stall  
**Date:** 06 September 2023 11:39:24

---

Please keep the pop up fruit and vegetables stall outside

St. George's Church, Deal, during the winter months, it's a fab stall all fresh and lovely goods, much nicer than a lot of other places in Deal and so handy to pop to.

Yvonne Stewart  
19 Dossett Court  
St. Richards Road  
Deal, CT14 9SU

Sent from my iPhone

**From:** [Doug Lockwood](#)  
**To:** [DDC Licensing](#)  
**Cc:** [Doug Lockwood](#)  
**Subject:** Lavender & Blackberry  
**Date:** 08 September 2023 08:16:22

---

[You don't often get email from [REDACTED]@ [REDACTED] [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Licensing Officer

I am writing in support of Lavender & Blackberry's application for a winter extension for their fruit and veg stool outside the church in High Street, Deal.

Along with their shop at the other end of the High Street they are helping to bring the High Street back to life after the departure of M&S. They are clearly investing in stock, staff, and services, that are very hard work and not always hugely profitable, they must to be supported in every way possible.

I sincerely hope and pray they get the support they deserve.

Yours sincerely,

Douglas Alan Lockwood  
4 Oak Street  
Deal  
Kent  
CT14 6HJ.

**From:** [Heather Hendren](#)  
**To:** [DDC Licensing](#)  
**Subject:** Pop-up Fruit Stall, High Street, Deal  
**Date:** 08 September 2023 08:49:50

---

You don't often get email from [REDACTED]@ [REDACTED] [REDACTED] [Learn why this is important](#)

Hello.

I am writing in support of the application for the pop-up fruit stall on the High Street in Deal.

This stall is a wonderful addition to the town and is much loved by many.

Regards,  
Heather Hendren  
Flat 3  
7 Prince of Wales Terrace  
Deal  
Kent  
CT14 7BU

Sent from Samsung Mobile on O2  
Sent from [Outlook for Android](#)

**From:** [dlovernich](#)  
**To:** [DDC Licensing](#)  
**Subject:** Food Stall in Deal Kent  
**Date:** 08 September 2023 11:34:37

---

You don't often get email from [REDACTED]@ [REDACTED] [Learn why this is important](#)

Good morning

I'm writing to voice my full support for the food stall licensing in Deal, Kent

I've come to fully rely on this stall for my fresh produce shopping. Its convenient for me as my mobility isn't as good as it use to be.

Count me as a full on supporter.

Regards

Darrell Lovernich  
Flat 7  
2 Prince of Wales Terrace  
Deal, Kent  
CT14 7BS

Sent from my Verizon, Samsung Galaxy smartphone

**From:** [Susie](#)  
**To:** [DDC Licensing](#)  
**Subject:** Lavender and Blackberry  
**Date:** 09 September 2023 15:49:50

---

You don't often get email from [REDACTED]@[REDACTED] [REDACTED] [Learn why this is important](#)

Dear sirs

Lavender and blackberry has brought a wonderful, exciting new shop to enhance Deal High Street. They are a purveyor of fine fruits and vegetables as well as providing a wonderful selection of beautiful flowers.

The produce always looks fresh and of high quality and is loved by the Deal community and visitors alike. Their service is always friendly and extremely helpful.

This is exactly the type of quality shop Deal needs to enhance our High Street. I totally support their application to extend their summer license into the winter.

Should you require any further information please do not hesitate to contact me.

Kind regards

Susie Sinden



**From:** [Katie Forman](#)  
**To:** [DDC Licensing](#)  
**Subject:** Lavender & blackberry application  
**Date:** 10 September 2023 21:43:17

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[You don't often get email from [REDACTED]@ [REDACTED] . [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

To whom it may concern,

I wanted to write in to support the year round licence for Lavender & BlackBerry's fruit and veg stall on Deal high street outside of St George's Church.

I am a local resident and live round the corner on Middle Street and think Lavender & Blackberry are such a wonderful addition to the area, and I would love to see them there all year round and have the opportunity to support their business. Their stall is always beautifully set up, their produce is wonderful and their team are very friendly. While they have the shop on the high st, the stall is a real asset to the vibrancy and eclectic nature of the North end of the high street.

Thank you for your time.

All the best,

Kate Forman  
86 Middle St, Deal, CT14 6JN

Sent from my iPhone

**From:** [Victoria Hedges](#)  
**To:** [DDC Licensing](#)  
**Subject:** Jennie Bartram application for street trading  
**Date:** 09 September 2023 16:43:05

---

You don't often get email from [REDACTED]@[REDACTED] [Learn why this is important](#)

Good afternoon

I write to support the application made by Jennie Bartram to sell Fruit, Salad and Vegetables from Wednesday to Sunday 08.00 to 16.00 from a gazebo outside St Georges Church, High Street Deal.

The seasonality and quality of the produce they sell is missed over the winter months.

Victoria Hedges  
17 Admiralty Mews  
Deal  
CT14 7AZ

**From:** [Robin McComb](#)  
**To:** [DDC Licensing](#)  
**Subject:** Street trading outside St George Church applicant Jennie Bartram  
**Date:** 09 September 2023 14:27:24

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[You don't often get email from [REDACTED]@[REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Sir/Madam,

We reside at 12a Griffin St and strongly support this application.

Reasons:

- outstanding quality of produce
- presentation and range of fruit veg
- location , perfectly placed to entice the growing visitor crowd and delightfully positioned by the Church entrance adding to the improving High St Ambience making Deal the place to go.

Yours sincerely

Robin and Ann McCOMB

Robin McComb

+ [REDACTED]

**From:** [Liz Howes](#)  
**To:** [DDC Licensing](#)  
**Subject:** At George's Church Deal pop up fruit and veg stall  
**Date:** 09 September 2023 10:55:21

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[You don't often get email from [REDACTED]@[REDACTED].[REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Sirs, we wish to support the application by Lavender and Blackberry greengrocers and flowers to extend the licence for the pop up stall outside St George's Church Deal High Street to cover the Winter months. The quality and service standards of this business are wonderful and the stall is an enhancement to footfall and convenience in the town. Brian Marten and Elizabeth Howes , 302 London Road ,Deal, CT 14 9PR.

Sent from my iPhone

**From:** [Billie Jones](#)  
**To:** [DDC Licensing](#)  
**Subject:** Fruit and veg stall outside St George's Church, Deal  
**Date:** 13 September 2023 16:53:01

---

You don't often get email from [REDACTED]@[REDACTED] [REDACTED] [Learn why this is important](#)

Good afternoon

I would like to register my approval to a continued fruit and veg stall outside St George's Church, Deal throughout the winter months. It has run through the summer and has been a welcome source of local goods to the community in the north end of Deal.

Kind regards,

Catherine Chapman-Jones

CT14 6PU

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<b>Subject:</b>	<b>FEES AND CHARGES 2024/25</b>
<b>Meeting and Date:</b>	<b>Regulatory Committee – 20<sup>th</sup> November 2023</b> <b>Cabinet (for information) – 15 January 2024 (part of larger report)</b>
<b>Report of:</b>	<b>Louise May - Strategic Director (Corporate and Regulatory)</b>
<b>Portfolio Holder:</b>	<b>Councillor J L Pout (Portfolio Holder for Transport, Licensing and Environmental Services)</b>
<b>Decision Type:</b>	<b>Non- Executive</b>
<b>Classification:</b>	<b>Unrestricted</b>

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**Purpose of the report:** This report has been prepared to obtain formal approval for the levels of fees and charges (F&Cs) for the financial year 2024/25. These revised F&Cs will be included in the budget estimates for 2024/25.

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- Recommendation:**
1. The Regulatory Committee approve the Fees and Charges for 2024/25 as set out in Appendices 3.3 & 3.4.
  2. Members approve the general principle that fees are set at an appropriate inclusive level, irrespective of VAT status, and that the VAT element within the overall fee level is then determined.
  3. Members approve the general principle that, unless the fee is set by statute, licensing fees will be set on a cost recovery basis.
  4. That the Strategic Director (Corporate and Regulatory) is authorised to adopt fees at, or close to government directed levels without the need for further reporting, in cases where the Council is awaiting Government guidance, and it has not been possible to set a fee level at this stage.
  5. That the Strategic Director (Corporate and Regulatory) be authorised in consultation with the Strategic Director (Finance and Housing) to make minor adjustments to the fees and charges as necessary.
- 

**1. Summary**

1.1 The Council's constitution specifies that F&Cs shall be reviewed annually. To meet this requirement all Directors / Heads of Service have been asked to review the F&Cs within their areas of responsibility and to produce recommended levels for 2024/25.

**2. Introduction and Background**

2.1 The Council's constitution specifies that F&Cs shall be reviewed annually.

- 2.2 The level of Member approval required is dependent upon the types of F&Cs raised and therefore reports must be submitted to:
- Licensing Committee
  - Regulatory Committee
  - Planning Committee (for information only)
  - Cabinet
- 2.3 To meet this requirement, it is proposed to submit the following reports:
- Licensing Committee - Report to meeting on 18<sup>th</sup> October 2023 of all F&Cs to be set by the Licensing Committee.
  - Regulatory Committee – Report to meeting on 20<sup>th</sup> November 2023 of all F&Cs to be set by the Regulatory Committee.
  - Planning Committee – Report (for information) to the meeting on 9<sup>th</sup> November 2023 of all F&Cs relevant to the Planning Committee.
  - Cabinet – Report to the meeting on 15<sup>th</sup> January 2024 of all F&Cs but seeking specific approval of those F&Cs set by Cabinet.
- 2.4 Members are reminded that in 2004/05 a Member and Officer Review group developed a framework of broad guidelines to be considered in formulating proposals for F&Cs.
- 2.5 A copy of the checklist produced at that time and since updated to maintain currency, has been circulated to all Service Directors and to all officers considering F&Cs so that a rigorous and consistent approach is taken. A copy is attached at Appendix 1.
- 2.6 As in previous years, to assist Members, the data on F&Cs has been tabulated into a standard format that has been used for Appendices 3.1 through to 3.4.

#### Detail and Narrative

These give a summary of the type of service being provided.

#### Set by Government

This indicates whether a charge is statutory or not. If a charge is statutory then it is effectively set by Government and although formal Member approval is still sought, there is little or no scope to make changes.

#### 2023/24 Charge Inc VAT

The charge has been provided inclusive of VAT for two reasons. First, it shows what the customer will pay and is therefore more meaningful.

Second, charges for some services, car parking for example, which are not simply a direct recovery of costs, are set at a level, inclusive of VAT, having regard to relevant considerations including market level, where appropriate. The VAT is therefore a deduction from the amount of charge retained by DDC and is not a key factor in determining the appropriate charge. Members are asked to approve this approach.

### 2024/25 Proposed Charge Inc VAT

This is the recommended charge for 2024/25 and will, subject to Members' approval, be included in the 2024/25 budget.

### 2024/25 Total Expected Income ex VAT

This gives a broad indication as to how much income DDC is expected to receive and has been included to provide Members with a sense of the relative importance of individual charges or group of similar charges. The more significant income streams (generating over £3k) have been highlighted in **bold** type.

In some cases, the level of use is very low, or infrequent, or the service has only recently been introduced and so no level of income has been included.

### Comments (inc Reason for the Change in Charges)

The licensing fees are reviewed each year as part of a rolling programme. The reviews include a detailed time/cost breakdown of each licence type.

## 3. **Identification of Options**

3.1 The recommended figures for consideration by Members are included in the Appendices. Members may approve these proposed figures.

4. Members may propose and approve alternative figures with reasons recorded for their decisions. Alternative figures should not however result in a total income which exceeds the cost of providing the service.

## 5. **Evaluation of Options**

5.1 The recommended fees and charges consider the actual cost of providing the service and seek to ensure full cost recovery. This is the recommended approach.

5.2 Members should also consider the checklist of issues to consider (at Appendix 1) when reviewing the fees and charges included in the subsequent Appendices.

## 6. **Resource Implications**

See Appendices.

## 7. **Climate Change and Environmental Implications**

7.1 There are no climate change implications.

## 8. **Corporate Implications**

8.1 **Comment from the Head of Finance & Investment (linked to the MTFP):** Accountancy has been consulted on the report and have no further comments to add.

8.2 **Comment from the Solicitor to the Council:** The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.



8.3 **Comment from the Equalities Officer** - This report relating to regulatory fees and charges does not specifically highlight any equality implications, however in discharging their duties members are required to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15/section/149>'

9. **Appendices**

Appendix 1 – Fees and Charges checklist

Appendices 3.3 & 3.4 – Schedule of recommended F&Cs

Contact Officers: Rebecca Pordage, Licensing Manager and  
Shane Kempster – Accounting Technician

**Fees and Charges Checklist**

<p><b>Corporate and Service Objectives</b>                  Are links made between charges and our corporate and service objectives and are we able to use charges to help deliver these objectives?</p>
<p><b>Users of the Service</b>                  Is there sufficient understanding of our service users and their needs and wishes?                   Have we considered different pricing to specific target groups and has the potential impact of charges or the changes to existing charges been assessed?                   Ensure that you consider the potential diversity and equality issues and where necessary consider and document any issues and mitigation.                   Ensure that you consider the potential climate change and environmental issues and where necessary consider and document any issues and mitigation.</p>
<p><b>Comparison with other providers</b>                  Is there a complete picture of competition and providers of similar services – including other Local Authorities?</p>
<p><b>Consultation</b>                  Has the relevant Portfolio holder been consulted and do charges meet with their aspirations and requirements?                   Is wider community consultation appropriate for any of your charges? Has it been undertaken?</p>
<p><b>Performance Management</b>                  Are the principles for charges clearly defined and are clear targets set and monitored. Do we have a clear picture of what is a success?</p>
<p><b>Financial Considerations</b>                  Is the charge at a level to fully recover all costs or if is subsidised - why?                   Have we considered all services for which we can / should charge a fee?                   Are there any fees that we charge, that have not been included in the schedule?                   Are we being radical in our approach to charging and are our charges cost effective?</p>
<p><b>Corporate Income Policy</b>                  Please ensure you adhere to the main principals of the Corporate Income Policy when setting your fees and charges.</p>
<p><b>Legal Considerations and Other Guidance</b>                  Does the Council have the power to levy the charges. Is there any ministerial or other guidance that should be taken into account?</p>
<p><b>Customer Access Review</b>                   Consider whether the CAR for your service includes any issues for specific fees.</p>

	Detail	Narrative	Income Code	Set by Govt? Y/N	2023/24 Approved Charges inc VAT	2023/24 Comments	Vatable Y/N	2023/24 Total Expected Income ex VAT	2024/25 Proposed Charges inc VAT (where applicable)	2024/25 Comments	2024/25 Total Expected Income ex VAT	Fee % Change	Reasons for Change in Charges and/or Income
<b>Regulatory Licensing - L. May - Councillor J L Pout</b>													
1	Acupuncture	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA	£1,000	£250		£1,500	9%	
2	Acupuncture	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
3	Acupuncture	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
4	Cosmetic Piercing	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
5	Cosmetic Piercing	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
6	Cosmetic Piercing	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
7	Ear Piercing	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
8	Ear Piercing	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
9	Ear Piercing	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
10	Electrolysis	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
11	Electrolysis	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
12	Electrolysis	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
13	Semi-permanent Skin-colouring	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
14	Semi-permanent Skin-colouring	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
15	Semi-permanent Skin-colouring	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	
16	Tattooing	Premise Registration	1410-00000-42308	N	£230	Premise Registration	NA		£250			9%	
17	Tattooing	Additional Practitioner	1410-00000-42308	N	£100	Additional Practitioner	NA		£110			10%	
18	Tattooing	Minor Variation	1410-00000-42308	N	£50	Minor Variation	NA		£55			10%	

					2023/24	2023/24		2023/24	2024/25	2024/25	2024/25		
	Detail	Narrative	Income Code	Set by Govt? Y/N	Approved Charges inc VAT	Comments	Vatable Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Comments	Total Expected Income ex VAT	Fee % Change	Reasons for Change in Charges and/or Income
19	Animal Licensing	Boarding Establishments (new application 1 or 2 stars))	1410-00000-42300	N	£402	Boarding Establishments (new application 1 or 2 stars))	NA	£2,010	£440		£3,000	9%	Based on number of renewals expected
20	Animal Licensing	Boarding Establishments (new application 3 or 4 stars)	1410-00000-42300	N	£484	Boarding Establishments (new application 3 or 4 stars)	NA		£525			8%	
21	Animal Licensing	Boarding Establishments (new application 5 stars)	1410-00000-42300	N	£558	Boarding Establishments (new application 5 stars)	NA		£605			8%	
22	Animal Licensing	Boarding Establishments (renewal 1 or 2 stars)	1410-00000-42300	N	£336	Boarding Establishments (renewal 1 or 2 stars)	NA		£365			9%	
23	Animal Licensing	Boarding Establishments (renewal 3 or 4 stars)	1410-00000-42300	N	£418	Boarding Establishments (renewal 3 or 4 stars)	NA		£455			9%	
24	Animal Licensing	Boarding Establishments (renewal 5 stars)	1410-00000-42300	N	£492	Boarding Establishments (renewal 5 stars)	NA		£535			9%	
25	Animal Licensing	Home Boarding (new application 1 or 2 stars)	1410-00000-42300	N	£339	Home Boarding (new application 1 or 2 stars)	NA	£726	£370		£2,000	9%	Based on number of renewals expected
26	Animal Licensing	Home Boarding (new application 3 or 4 stars)	1410-00000-42300	N	£425	Home Boarding (new application 3 or 4 stars)	NA		£460			8%	
27	Animal Licensing	Home Boarding (new application 5 stars)	1410-00000-42300	N	£473	Home Boarding (new application 5 stars)	NA		£515			9%	
28	Animal Licensing	Home Boarding (renewal 1 or 2 stars)	1410-00000-42300	N	£278	Home Boarding (renewal 1 or 2 stars)	NA		£300			8%	
29	Animal Licensing	Home Boarding (renewal 3 or 4 stars)	1410-00000-42300	N	£363	Home Boarding (renewal 3 or 4 stars)	NA		£395			9%	
30	Animal Licensing	Home Boarding (renewal 5 stars)	1410-00000-42300	N	£411	Home Boarding (renewal 5 stars)	NA		£450			9%	

					2023/24	2023/24		2023/24	2024/25	2024/25	2024/25		
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31	Animal Licensing	Dog Breeding Establishments (New application 1 or 2 Stars)	1410-00000-42300	N	£509	Dog Breeding Establishments (New application 1 or 2 Stars)	NA	£632	£550		£1,650	8%	Based on number of renewals expected
32	Animal Licensing	Dog Breeding Establishments (New application 3 or 4 Stars)	1410-00000-42300	N	£625	Dog Breeding Establishments (New application 3 or 4 Stars)	NA		£675			8%	
33	Animal Licensing	Dog Breeding Establishments (New application 5 Stars)	1410-00000-42300	N	£730	Dog Breeding Establishments (New application 5 Stars)	NA		£790			8%	
34	Animal Licensing	Dog Breeding Establishments (renewal 1 or 2 stars)	1410-00000-42300	N	£411	Dog Breeding Establishments (renewal 1 or 2 stars)	NA		£450			9%	
35	Animal Licensing	Dog Breeding Establishments (renewal 3 or 4 stars)	1410-00000-42300	N	£527	Dog Breeding Establishments (renewal 3 or 4 stars)	NA		£570			8%	
36	Animal Licensing	Dog Breeding Establishments (renewal 5 stars)	1410-00000-42300	N	£632	Dog Breeding Establishments (renewal 5 stars)	NA		£685			8%	
37	Animal Licensing	Dangerous Wild Animals (new application)	1410-00000-42300	N	£250	Dangerous Wild Animals (new application)	NA	£0	£270		£540	8%	Based on number of renewals expected
38	Animal Licensing	Dangerous Wild Animals (renewal) (every 2 years)	1410-00000-42300	N	£211	Dangerous Wild Animals (renewal) (every 2 years)			£230			9%	
39	Animal Licensing	Performing Animals (Exhibition of animals) (new application)	1410-00000-42300	N	£515	Performing Animals (Exhibition of animals) (new application)	NA	£0	£560		£0	9%	
40	Animal Licensing	Performing Animals (Exhibition of animals) (renewal application)	1410-00000-42300	N	£452	Performing Animals (Exhibition of animals) (renewal application)	NA	£0	£500		£0	11%	
41	Animal Licensing	Selling of Animals as Pets (new application 1 or 2 stars)	1410-00000-42300	N	£488	Selling of Animals as Pets (new application 1 or 2 stars)	NA	£976	£530		£1,590	9%	Based on number of renewals expected
42	Animal Licensing	Selling of Animals as Pets (new application 3 or 4 stars)	1410-00000-42300	N	£598	Selling of Animals as Pets (new application 3 or 4 stars)	NA		£650			9%	
43	Animal Licensing	Selling of Animals as Pets (new application 5 stars)	1410-00000-42300	N	£698	Selling of Animals as Pets (new application 5 stars)	NA		£755			8%	
44	Animal Licensing	Selling of Animals as Pets (renewal 1 or 2 stars)	1410-00000-42300	N	£466	Selling of Animals as Pets (renewal 1 or 2 stars)	NA		£505			8%	
45	Animal Licensing	Selling of Animals as Pets (renewal 3 or 4 stars)	1410-00000-42300	N	£577	Selling of Animals as Pets (renewal 3 or 4 stars)	NA		£625			8%	
46	Animal Licensing	Selling of Animals as Pets (renewal 5 stars)	1410-00000-42300	N	£676	Selling of Animals as Pets (renewal 5 stars)	NA		£730			8%	
47	Animal Licensing	Hiring out of Horses (New application 1 or 2 stars)	1410-00000-42300	N	£590	Hiring out of Horses (New application 1 or 2 stars)	NA		£640			8%	
48	Animal Licensing	Hiring out of Horses (New application 3 or 4 stars)	1410-00000-42300	N	£740	Hiring out of Horses (New application 3 or 4 stars)	NA		£800			8%	
49	Animal Licensing	Hiring out of Horses (New application 5 stars)	1410-00000-42300	N	£891	Hiring out of Horses (New application 5 stars)	NA		£960			8%	

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50	Animal Licensing	Hiring out of Horses ) (renewal 1 or 2 stars)	1410-00000-42300	N	£476	Hiring out of Horses ) (renewal 1 or 2 stars)	NA	£0	£515		£0	8%	Based on number of renewals expected
51	Animal Licensing	Hiring out of Horses (renewal 3 or 4 stars)	1410-00000-42300	N	£626	Hiring out of Horses (renewal 3 or 4 stars)	NA		£675			8%	
52	Animal Licensing	Hiring out of Horses (renewal 5 stars)	1410-00000-42300	N	£777	Hiring out of Horses (renewal 5 stars)	NA		£840			8%	
53	Animal Licensing	Zoos (new application)	1410-00000-42300	N	£888	Zoos (new application)	NA	£0	£950		£0	7%	Based on number of renewals expected
54	Animal Licensing	Zoos (renewal) (every 6 years)	1410-00000-42300	N	£719	Zoos (renewal) (every 6 years)	NA		£780			8%	
55	Animal Licensing	Arranging Provision of Home Boarding (New application 1 or 2 stars)	1410-00000-42300	N	£297	Arranging Provision of Home Boarding (New application 1 or 2 stars)	NA	£0	£320		£0	8%	
56	Animal Licensing	Arranging Provision of Home Boarding (New application 3 or 4 stars)	1410-00000-42300	N	£396	Arranging Provision of Home Boarding (New application 3 or 4 stars)	NA		£430			9%	
57	Animal Licensing	Arranging Provision of Home Boarding (New application 5 stars)	1410-00000-42300	N	£486	Arranging Provision of Home Boarding (New application 5 stars)	NA		£525			8%	
58	Animal Licensing	Arranging Provision of Home Boarding Renewal 1 or 2 stars)	1410-00000-42300	N	£290	Arranging Provision of Home Boarding Renewal 1 or 2 stars)	NA		£310			7%	
59	Animal Licensing	Arranging Provision of Home Boarding (Renewal 3 or 4 stars)	1410-00000-42300	N	£389	Arranging Provision of Home Boarding (Renewal 3 or 4 stars)	NA		£420			8%	
60	Animal Licensing	Arranging Provision of Home Boarding (Renewal 5 stars)	1410-00000-42300	N	£479	Arranging Provision of Home Boarding (Renewal 5 stars)	NA		£520			9%	
61	Animal Licensing	Arranging Provision of Home Boarding (Additional cost per host)	1410-00000-42300	N	£94	Arranging Provision of Home Boarding (Additional cost per host)	NA		£100			6%	
62	Animal Licensing	Replacement Licence	1410-00000-42300	N	£15	Replacement Licence	NA	£0	£16		£0	7%	
63	Animal Licensing	Minor variation	1410-00000-42300	N	£25	Minor variation	NA	£0	£27		£0	8%	
64	Animal Licensing	Full variation	1410-00000-42300	N	£166	Full variation	NA	£0	£180		£0	8%	
65	Animal Licensing	Re-rate	1410-00000-42300	N	£127	Re-rate	NA	£0	£140		£0	10%	
66	Animal Licensing	Additional Activities	1410-00000-42300	N	£50	Additional Activities		£0	£100		£0	100%	Fee amended to account for officer time

					2023/24	2023/24		2023/24	2024/25	2024/25	2024/25		
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67	Street Trading Consent	Grant £302 Non refundable to be submitted with application, a further £192 is due if application is approved to cover regulation.	1411-00000-42305	N	£520	Grant £302 Non refundable to be submitted with application, a further £192 is due if application is approved to cover regulation.	NA	£1,000	£565	Grant £326 Non refundable to be submitted with application, a further £239 is due if application is approved to cover regulation.	£1,080	9%	
68	Street Trading Consent	Annual renewal	1411-00000-42305	N	£250	Annual renewal	NA		£270			8%	
69	Street Trading Consent	Occasional	1411-00000-42305	N	£130	Occasional	NA	£0	£140		£0	8%	
70	Street Trading Consent	Occasional Street Market Up to 25 stalls then £10 per stall thereafter	1411-00000-42305	N	£250	Occasional Street Market Up to 25 stalls then £10 per stall thereafter	NA	£1,000	£270		£1,000	8%	
71	Street Trading Consent	Tables & Chairs (New)	1411-00000-42305	N	£150	Tables & Chairs (New)	NA	£150	£160		£320	7%	
72	Street Trading Consent	Tables & Chairs (Renewal)	1411-00000-42305	N	£75	Tables & Chairs (Renewal)	NA	£1,275	£75		£3,000	0%	Based on number of renewals expected. Not increased due to increase last year
73	Street Trading Consent	Pavement Licence	411-32435-42300	N		Pavement Licence (Grant and Renewal)	N/A	N/A	£75		£0		
74	Sexual Entertainment Venue	Grant NOTE: £2167 Non refundable to be submitted with application, a further £1083 is due if application is approved to cover regulation.		N	£3,250	Grant NOTE: £2167 Non refundable to be submitted with application, a further £1083 is due if application is approved to cover regulation.	NA	£0	£3,510	Grant NOTE: £2340 Non refundable to be submitted with application, a further £1170 is due if application is approved to cover regulation.	£0	8%	
75	Sexual Entertainment Venue	Renewal, Transfer or Variation NOTE: £1484 Non refundable to be submitted with application, a further £741 is due if application is approved to cover regulation.		N	£2,225	Renewal, Transfer or Variation NOTE: £1484 Non refundable to be submitted with application, a further £741 is due if application is approved to cover regulation.	NA	£0	£2,400		£0	8%	
76	Boat Licence	Grant	1411-00000-42309	N	£200	Grant	NA	£0	£220		£0	10%	
77	Boat Licence	Renewal or Transfer	1411-00000-42309	N	£160	Renewal or Transfer	NA	£320	£175		£350	9%	Based on number of renewals expected

					2023/24	2023/24		2023/24	2024/25	2024/25	2024/25		
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78	Scrap Metal Dealer	Site Licence Grant	1411-00000-42316	N	£490	Site Licence Grant	NA	£0	£530		£0	8%	
79	Scrap Metal Dealer	Site Licence Variation (Change of name and address)	1411-00000-42316	N	£16	Site Licence Variation (Change of name and address)	NA	£0	£20		£0	25%	
80	Scrap Metal Dealer	Site Licence Variation (Change of Manager)	1411-00000-42316	N	£95	Site Licence Variation (Change of Manager)	NA	£0	£100		£0	5%	
81	Scrap Metal Dealer	Site Licence Replacement licence	1411-00000-42316	N	£15	Site Licence Replacement licence	NA	£0	£15		£0	0%	
82	Scrap Metal Dealer	Additional Site Grant	1411-00000-42316	N	£150	Additional Site Grant	NA		£165		£0	10%	
83	Scrap Metal Dealer	Site Licence Renewal	1411-00000-42316	N	£475	Site Licence Renewal	NA	£950	£515		£1,500	8%	Based on number of renewals expected
84	Scrap Metal Dealer	Additional Site Renewal	1411-00000-42316	N	£150	Additional Site Renewal	NA		£165		£0	10%	
85	Scrap Metal Dealer	Collectors Licence Grant	1411-00000-42316	N	£280	Collectors Licence Grant	NA	£0	£300		£0	7%	
86	Scrap Metal Dealer	Collectors Licence Variation (Change of name/address)	1411-00000-42316	N	£16	Collectors Licence Variation (Change of name/address)	NA	£0	£18		£0	13%	
87	Scrap Metal Dealer	Collectors Licence Variation (Change of Vehicle)	1411-00000-42316	N	£28	Collectors Licence Variation (Change of Vehicle)	NA	£0	£30		£0	8%	
88	Scrap Metal Dealer	Collectors Licence Replacement licence	1411-00000-42316	N	£15	Collectors Licence Replacement licence	NA	£0	£15		£0	0%	
89	Scrap Metal Dealer	Collectors Licence Renewal	1411-00000-42316	N	£272	Collectors Licence Renewal	NA	£544	£295		£1,000	8%	
90	Scrap Metal Dealer	Replacement Plate	1411-00000-42316	N	£17	Replacement Plate	NA		£20		0	0%	



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<b>Regulatory Licensing - L. May - Councillor J L Pout</b>													
1	Hackney Carriage & Private Hire	Hackney Carriage Vehicle Annual Licence (Grant and Renewal)		N	£330	If vehicle is wheelchair accessible there is a 25% reduction in fee	N	£21,540	£355		£24,000	8%	
2	Hackney Carriage & Private Hire	Electric/Hybrid Hackney Carriage Vehicle Annual Licence (Grant and Renewal)		N	£245	If vehicle is wheelchair accessible there is a further 25% reduction in fee		£980	£265		£2,000	8%	
3	Hackney Carriage & Private Hire	Private Hire Vehicle Annual Licence (Grant and Renewal) No part of this fee is refundable in the event that the application is not approved or the vehicle is delicensed for any reason during the licence period.		N	£265	No part of this fee is refundable in the event that the application is not approved or the vehicle is delicensed for any reason during the licence period. If vehicle is wheelchair accessible there is a 25% reduction in fee.	N	£25,440	£285		£32,000	8%	
4	Hackney Carriage & Private Hire	Electric/Hybrid Private Hire Vehicle Annual Licence (Grant and Renewal)		N	£194	If vehicle is wheelchair accessible there is a further 25% reduction in fee		£582	£210		£1,700	8%	
5	Hackney Carriage & Private Hire	Licence Transfer Following Change of Vehicle		N	£60		N		£65		£3,500	8%	
6	Hackney Carriage & Private Hire	Temporary vehicle transfer		N	£45		N	£2,100	£48			7%	
7	Hackney Carriage & Private Hire	Change of Vehicle ownership		N	£21		N	£42	£23		£100	8%	
8	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 1 year (Grant) No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.		N	£130	No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.	N		£140			8%	
9	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 1 year (Renewal) No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.		N	£115	No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.	N		£125			9%	
10	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 3 year (Grant) The first year (£124) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.		N	£300	The first year (£124) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.	N	£9,000	£325	The first year (£135) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.	£10,000	8%	
11	Hackney Carriage & Private Hire	Joint Hackney Carriage Private Hire Driver: 3 year (Renewal) The first year (£110) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.		N	£285	The first year (£110) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.	N		£310	The first year (£119) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.		9%	

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<b>Regulatory Licensing - L. May - Councillor J L Pout</b>														
12	Hackney Carriage & Private Hire	DBS Disclosure (formerly CRB)		N	£40	Fee set externally. New drivers + every 6 months for renewals	N	£2,200	£40		£2,200	0%		
13	Hackney Carriage & Private Hire	Overseas Driver Licence Check		N	£10			£0	£15		£0	50%		
14	Hackney Carriage & Private Hire	Vehicle Plate		N	£17	Per plate	N	£34	£20		£80	18%		
15	Hackney Carriage & Private Hire	Vehicle Plate holder		N	£15	Per holder	N	£30	£15		£60	0%		
16	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) 1 to 5 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.		N	£90	1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N	£990	£100		£3,000	11%	Based on number of renewals expected	
17	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) 6 to 10 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.		N	£144	1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N		£160			11%		
18	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) Over 10 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.		N	£197	1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N		£220			12%		
19	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 1 to 5 vehicles Licence lasts 5 years. The first year (£90) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.		N	£364	Licence lasts 5 years. The first year (£90) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N		£400	Licence lasts 5 years. The first year (£100) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.				10%
20	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 6 to 10 vehicles Licence lasts 5 years. The first year (£144) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.		N	£631	Licence lasts 5 years. The first year (£144) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N		£690	Licence lasts 5 years. The first year (£160) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.				9%

				2023/24	2023/24	2023/24	2023/24	2024/25	2024/25	2024/25		
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<b>Regulatory Licensing - L. May - Councillor J L Pout</b>												
21	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 11 or more vehicles. Licence lasts 5 years. The first year (£197) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N	£898	Licence lasts 5 years. The first year (£197) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N		£970	Licence lasts 5 years. The first year (£212) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.		8%	
22	Private Hire Operator	Variation to Operators Licence (within band) for PH Vehicles	N	£30.00		N		£35.00		£200.00	17%	
23	Private Hire Operator	Variation to Operators Licence (outside of band) for PH Vehicles The additional charge for the new band will also be payable.	N	£30.00	The additional charge for the new band will also be payable.	N	£0.00	£35.00		£200.00	17%	
24	Hackney Carriage & Private Hire	Replacement of licence or badge	N	£10.50		N	£21	£12.00		£24	14%	
25	Hackney Carriage & Private Hire	Full Knowledge test re-sit fee	N	£35.00		N	£0	£50.00		£0	43%	
26	Hackney Carriage & Private Hire	Part Knowledge test re-sit fee if one module needs to be redone	N			N	£0	£25.00		£0		New fee