

Draft Notice of Application for a Pavement Licence Business and Planning Act 2020

I, / We,* [1]

hereby give notice that on the [2]

an Application was submitted to Sunderland City Council, (as the Licensing Authority), of City Hall, Plater Way, Sunderland, SR1 3AA for a Pavement Licence to place removable furniture on the highway.

The address of the premises to which the Application relates is [3]

("the Premises).

The Premises is also known as [4]

The Application is for a Pavement Licence to, [Please tick those Boxes which apply]:-

- [] Use furniture to sell, or serve food, or drink supplied from, or in connection with relevant use of the Premises; and / or
- [] Use the furniture by other persons for the purpose of consuming food, or drink supplied from, or in connection with relevant use of the Premises.

A copy of the Application, (including supporting documentation), can be viewed on the Council's website at: www.sunderland.gov.uk/Licensing

Any person may make representations about this Application to Sunderland City Council during the statutory public consultation period. This starts on the: [5].

Representations must be received by the Council by the [6].

They can be e-mailed to licensing@sunderland.gov.uk

Signed :[7] _____

Dated :[8] _____

* = Delete as appropriate

Guidance Notes :
Drafting a Notice of Application for a Pavement Licence :

In order to prepare your Notice of Application for a Pavement Licence please substitute the numbers in the draft Notice with the following information, :-

- [1] Name of Applicant, or Applicants. For example, Mr. Marcus Brown; Ms. Paula Smith and Mr. Marcus Brown; or Baxter Crabtree Limited;
- [2] Date the Application is submitted to the Council. For example, 24th July, 2024;
- [3] Set out the postal address of the Premises to which the Application relates. For example, 99A Leechmere Lane, Sunderland, Tyne and Wear, SR0 0AA;
- [4] Set out the name, (ie. trading name), by which the Premises is known. For example, Park Drive Nights;
- [5] Insert the date on which the statutory public consultation period begins. This starts on the day immediately after the submission of the Application, unless that submission date is Christmas Day, Good Friday, or a Bank Holiday. For example, if the Application is submitted on the 29th July, 2024, the statutory consultation period starts on the 30th July, 2024. If the Application is submitted on the 25th December, 2024, the statutory consultation period starts on the 27th December, 2024;
- [6] Insert the date on which the statutory public consultation ends. This is the 14th day after the submission of the Application, unless any of the days fall on a Christmas Day, Good Friday, or a Bank Holiday. For example, if the Application is submitted on the 29th July, 2024, the statutory consultation period ends on the 12th August, 2024. If the Application is submitted on the 25th December, 2024, the statutory consultation period ends on the 11th January, 2025;
- [7] Signature of Applicant, or Applicants. If Application is submitted on behalf of a company, signature of authorised person acting on behalf of the company; and
- [8] Date of the Notice. This is the same date as the date on which the Application was submitted.

You must, on the same day that you submit your Application to the Council, fix the Notice of Application for a Pavement Licence to the premises to which the Application relates.

The Notice must, :-

1. Be readily visible to, and can be read easily by, members of the public who are not on the premises;
2. The Notice must remain in place until the end of the consultation period; and

3. You should ensure that you are able to provide evidence that this Notice has been so fixed;

Example Notice of Application for a Pavement Licence

Business and Planning Act 2020

I, Mr. Marcus Brown, hereby give notice that on the 24th July, 2023 an Application was submitted to Sunderland City Council, (as the Licensing Authority), of City Hall, Plater Way, Sunderland, SR1 3AA for a Pavement Licence to place removable furniture on the highway.

The address of the premises to which the Application relates is : 99A Leechmere Lane, Sunderland, Tyne and Wear, SR0 0AA, (“the Premises”).

The Premises is also known as : Park Drive Nights.

The Application is for a Pavement Licence to, :-

Use furniture to sell, or serve food, or drink supplied from, or in connection with relevant use of the Premises; and / or

Use the furniture by other persons for the purpose of consuming food, or drink supplied from, or in connection with relevant use of the Premises. [Please tick those Boxes which apply].

A copy of the Application, (including supporting documentation), can be viewed on the Council’s website at : [to be inserted]

Any person may make representations about this Application to Sunderland City Council during the statutory public consultation period. This starts on the : 25th July, 2024.

Representations must be received by the Council by the 12th August, 2024. They can be e-mailed to licensing@sunderland.gov.uk

Signed : Mr. Marcus Brown

Dated :24th July, 2024