

# CIVIC GOVERNMENT (SCOTLAND) ACT 1982

## **AMENDMENT APPLICATION FORM FOR**

## **STREET TRADER LICENCE (OPERATOR)**

Completed application forms and enquiries to:

North Ayrshire Council, Licensing Office,Cunninghame House, IrvineKA12 8EE

(opening hours: Monday – Thursday 9.00am – 4.45pm, Friday 9.00am – 4.30pm)

Telephone 01294 324305

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| --- | --- | --- |
| **FOR OFFICE USE ONLY** | | |
| **Ref. No.** |  | |
| **Date of Receipt** |  | |
| **Fee Paid** |  | |
| **Name of Applicant** |  | |
| **Consultation** | **Requested** | **Received** |
| **Police Scotland** |  |  |
| **Scottish Fire and Rescue** |  |  |
| **Environmental Health** |  |  |
| **Planning** |  | FOR INFORMATION ONLY |
| **Roads** |  | FOR INFORMATION ONLY |
| **Estates** |  | FOR INFORMATION ONLY |
|  | | |
| **Certificate of Compliance** |  |  |
| **MEETING DETAILS** | | |
| **Committee Meeting** |  | |
| **Hearing** |  | |
| **Granted/Refused** |  | |

|  |  |
| --- | --- |
| **Type of Trading** | |
| Static with Events |  |
| Itinerant with Events |  |
| Events Only |  |

**PLEASE READ ACCOMPANYING NOTES BEFORE COMPLETING APPLICATION**

**Tick ONE box below which applies -**

**change of vehicle see section 6**

**change in operating activities see section 6**

**change in day to day manager see section 3**

**SECTION 1 or 2 MUST BE COMPLETED**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SECTION 1 (FOR INDIVIDUALS)** | | | | | |
| **NAME** |  | | | | |
| **ADDRESS** |  | | | | |
| **TOWN** |  | | | | |
| **POSTCODE** |  | | | | |
| **TELEPHONE NUMBER** |  | | | | |
| **EMAIL ADDRESS** |  | | | | |
| **AGE/DATE/PLACE OF BIRTH** | **AGE** | **D.O.B** | | **PLACE** | |
| **SECTION 2 (FOR COMPANIES/PARTNERSHIPS)** | | | | | |
| **COMPANY/PARTNERSHIP NAME** |  | | | | |
| **ADDRESS** |  | | | | |
| **TOWN** |  | | | | |
| **POSTCODE** |  | | | | |
| **TELEPHONE NUMBER** |  | | | | |
| **COMPANY REG NO.** |  | | | | |
| **DATE REGISTERED** |  | | | | |
|  | | | | | |
| **SECTION 3 CHANGE OF DAY TO DAY MANAGER** | | | | | |
| **TRADING NAME (IF APPLICABLE)** |  | | | | |
| **DAY TO DAY MANAGER NAME** |  | | | | |
| **ADDRESS** |  | | | | |
| **TOWN** |  | | | | |
| **POSTCODE** |  | | | | |
| **TELEPHONE NUMBER** |  | | | | |
| **AGE/DATE/PLACE OF BIRTH** | **AGE** | | **D.O.B** | | **PLACE** |

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| **SECTION 4 – TRADING DETAILS** | |
| **Static:** This means that you intend to trade for longer than 20 minutes at a specific site(s).  **Itinerant:** This means that you intend to trade from numerous locations. You may remain at one site for **a maximum of 20 minutes** before moving on.  **Events**: This means that you intend to trade at temporary events throughout North Ayrshire such as local galas/fetes and other similar organised events **with the permission of the event organiser.** | |
| **CHANGE OF OPERATING ACTIVITY –**  **STATIC if Selected go to section 5**  **ITINERANT if selected go to section 6**  **EVENTS ONLY if selected go to section 6**  **Note – all static and itinerant licences are granted with the option of also trading at events.** | |
| **SECTION 5 – CHANGE TO static trading proposals** | |
| **location from where you propose to trade** | |
| **address** |  |
| **town** |  |
| **postcode** |  |
| **If more than one static site then provide details on separate sheet of paper**  **Location plan has to be provided for EACH static site.**  **For EACH static site applied for a notice must be displayed in accordance with the legislation – refer to guidance notes for further information** | |
| **for your information** | |
| **planning permission** | **Normally only required if trading from same location for more than 28 days in any calendar year** |
| **landowner consent** | **If you do not own the proposed site(s) then consent should be sought from the landowner for each site selected** |
| **roads authority consent** | **If trading on the carriageway of any street consent should be sought from the relevant roads authority** |

|  |  |  |  |
| --- | --- | --- | --- |
| **SECTION 6 CHANGE TO TYPE OF GOODS/SERVICES** | | | |
| **do you propose to sell food items?** | **YES/No** | | |
| **TYPE OF GOODS/SERVICES PROVIDED** |  | | |
| **change of vehicle/trailer/kiosk etc** | **VEHICLE/TRAILER**  **rEGISTRATION nUMBER**  **CHASSIS NUMBER**  **mAKE AND MODEL** | |  |
| **MOVEABLE STALL** | |  |
| **KIOSK/CART** | |  |
| **OTHER RECEPTACLE** | |  |
| **section 7 (to be completed by all applicants)** | | | |
|  | | | |
| Any person who in or in connection with the making of this application makes any statement which he/she knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £2,500.  I declare that the particulars given by me are correct to the best of my knowledge and belief.  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 this 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.  For further information, see www.north-ayrshire.gov.uk/council/data-protection-and-foi/national-fraud-initiative.aspx or contact Senior Manager, Legal Services, Cunninghame House, Irvine KA12 8EE, Tel No. 01294-324305. | | | |
| **DATE -** | | **SIGNATURE -** | |

**North Ayrshire Council, Licensing Office, Cunninghame House, Irvine KA12 8EE (Tel: 01294 324305)**

[**www.north-ayrshire.gov.uk**](http://www.north-ayrshire.gov.uk)

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**CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**STATIC STREET TRADER OPERATOR’S LICENCE**

**NOTICE FOR DISPLAY**

**NOTICE IS HEREBY GIVEN**  that application has been made on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to **North Ayrshire**

*(date of application)*

**Council** for a licence for a **Street Trader Operator’s Licence** in respect of the static site at

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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This application has been made by

\*NAME /COMPANY NAME/PARTNERSHIP\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*ADDRESS/REGISTERED OFFICE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DAY TO DAY MANAGER *(if appropriate)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\*****delete as applicable*

Any objections and representations in relation to the application may be made to the **Licensing Department, North Ayrshire Council, Cunninghame House, Irvine KA12 8EE,** generally within **21 days** of the date noted above. Objections and representations must contain information which is required by the Act namely:-

1. Any objection or representation relating to an application for the grant or renewal of a Licence shall be considered by the licensing authority if, but only if, the objection or representation is:-
2. in writing
3. specifies the grounds of the objection or, as the case may be, the nature of the representation
4. specifies the name and address of the person making the objection or representation
5. is signed by him or on his behalf and
6. was made to the licensing authority within 21 days of which is the later date, or as the case may be , latest of the following dates:-
7. where public notice of the application was given on the Council website, the date when first given
8. where North Ayrshire Council has ordered the applicant to display the Notice again from a specified date, that date
9. in any other case, the date when the application was made to the licensing authority
10. Notwithstanding the dates set out in paragraph 1 (e) above, it shall be competent for a licensing authority to consider an objection or representation received by them before they take a final decision on the application to which it relates if they are satisfied that there is sufficient reason why it was not made in the time required.
11. An objection or representation shall be made for the purposes of paragraph 1 above if it is delivered by hand within the time specified to the licensing authority or posted (by registered or recorded delivery post) so that in the normal course of post it might be expected to be delivered to them within that time.

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**CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**STREET TRADER OPERATOR’S LICENCE (STATIC SITE)**

**CERTIFICATE OF COMPLIANCE**

I/We

*(Name and Address as specified in application)*

applicant(s) for a **Street Trader Operator’s Licence**, hereby certify that a Notice has been posted at or near the site at

*(exact site location as specified in application)*

FROM

TO

containing such information as is required by Paragraph 2(3) of Schedule 1 to the above Act.

\* Where the said Notice was removed, obscured or defaced during the above mentioned period I/we took reasonable steps for its protection and replacement as follows (give details and circumstances including the dates on which replacement notices were displayed)

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*\*Delete if not applicable*