

**Caravan Sites and Control of Development Act 1960**  
**Ingleberry Caravan Site, Osborne Road, Wisbech**

**Schedule**

**1. Site Boundaries**

The boundaries of the site shall be clearly marked, for example by fences or hedges. In addition, the site owner shall give the local authority a plan of its layout. A 3 metre wide area shall be kept clear within the inside of all boundaries (except for storage sheds and garages).

**2. Density and Space between Caravans**

- (a) The gross density shall not exceed 50 caravans to the hectare, calculated on the basis of the useable area.
- (b) Subject to the following variations, every caravan shall be not less than 6 metres from any other caravan which is occupied separately and not less than 2 metres from a road. The point of measurement for porches etc. shall be the exterior cladding of the caravan.
- (i) Porches may protrude 1 metre into the 6 metres and shall be of the open type.
- (ii) Eaves, drainpipes and bay windows may extend into the 6 metre space provided the total distance between the extremities of 2 adjacent units is not less than 5.25 metres.
- (iii) Where there are ramps for the disabled, verandas and stairs extending from the unit, there shall be 4.5 metres clear space between units and two such items shall not face each other in any space. If they are enclosed, they will be considered as part of the unit and, as such, shall not intrude into the 6 metre space.
- (iv) A garage, a shed or a covered storage space shall be permitted between units only if it complies with the following:
- the structure shall be built of a non-combustible material (including non-combustible roof);
  - Sufficient space shall be maintained around each unit so as not to prejudice means of escape in case of fire;
  - the structure shall be of a single storey construction;
  - Any walls of such structures facing site boundaries or adjacent units shall be imperforate;
  - Car ports and covered walkways shall in no circumstances be allowed within the 6-metre space; for cars and boats between units, see Condition 14.

### 3. Roads, Gateways and Footpaths

- (a) Roads and footpaths shall be designed to provide adequate access for fire appliances. Roads shall be covered in a suitable material and shall be no less 3.7m wide or, if they form part of a clearly marked one-way traffic system, a minimum of 3.1 metres wide. No caravan standing shall be more than 50 metres from a road. Each standing shall be connected to a carriageway by a footpath with a hard surface. Gateways shall be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths shall not be less than 0.75 metres wide. Roads shall have no overhead cable less than 4.5 metres above the ground.
- (b) Roads and footpaths shall be provided with artificial lighting sufficient to allow safe movement around the site during the hours of darkness.

### 4. Hard Standings

Every caravan shall stand on a concrete hard-standing which shall extend over the whole area occupied by the caravan placed upon it, and shall project a sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely.

### 5. Fire Precautions and Fire Fighting Equipment

- (a) No caravan or site building shall be more than 30 metres from a fire point. Equipment shall be housed in a weatherproof structure, easily accessible and clearly and conspicuously marked "**FIRE POINT**". The fire points shall be equipped as follows:
  - (i) Where standpipes are not provided, each fire point shall be provided with either water extinguishers (2 x 9 litre) or a water tank of at least 500 litres capacity fitted with a hinged cover, 2 buckets and 1 hand pump or bucket pump. Fire fighting equipment shall be checked annually and results entered in the logbook.
  - (ii) A means of raising the alarm in the event of fire shall be provided at each Fire Point and the minimum requirement is as follows: a fixed bell; or a fixed rotary fire alarm gong; or a simple 'electrical fire alarm' system having a break glass call point and warning device, such as a siren.

Any alarm system must be fully maintained and tested at least once each month and the result entered in the logbook.

- (b) All alarm and fire fighting equipment shall be installed, tested and maintained in working order by a competent person and be available for inspection by or on behalf of the licensing authority. A logbook shall be kept to record all tests and any remedial action. The logbook shall be available for inspection by the Fire and Licensing Authorities. All tests of equipment visits by manufacturers' maintenance staff and visits by the Fire Service shall be recorded in the logbook.
- (c) All equipment susceptible to damage by frost shall be suitably protected.

- (d) A clearly written and conspicuous notice shall be provided and maintained at each fire point to indicate the action to be taken in case of fire and the location of the nearest telephone. This notice shall include the following:

"On discovering a fire -

- i) Ensure the caravan or site building involved is evacuated
- ii) raise the alarm
- iii) call the fire brigade (the nearest telephone is sited .....)
- iv) attack the fire using the fire fighting equipment provided, if safe to do so.

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

- (e) Long grass and vegetation shall be cut at frequent and regular intervals where necessary to prevent it becoming a fire hazard to caravans, buildings or other installations on the site. Any such cuttings shall be removed from the vicinity of caravans.

The space beneath and between caravans shall not be used for the storage of combustible materials.

## **6. Telephones**

An immediately accessible telephone shall be available on the site for calling the emergency services.

## **7. Storage of Liquefied Petroleum Gas (LPG)**

- (a) The LPG cylinders may only be stored adjacent to units they serve provided that they comply with the following:

- (i) they are on a concrete base and are adequately ventilated;
- (ii) they are not positioned near any door to the unit;
- (iii) they are not stored adjacent to any electrical installations/meters, any sources of ignition or near any open drainage gully;
- (iv) they are not stored beneath any caravan structure.

- (b) LPG installations shall conform to British Standard 5482, "Code of Practice for domestic butane and propane gas burning installations, Part 2: 1977 Installations in Caravans and non-permanent dwellings".

## 8. Electrical Installations

- (a) The site shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated on the site.
- (b) Work on electrical installations and appliances shall be carried out only by competent persons such as a contractor approved by the National Inspection Council for Electrical Installation Contracting, or a qualified person acting on behalf of one of the above. The installations shall be inspected periodically: under IEE Wiring Regulations, every year or such longer period (not exceeding 3 years) as is considered appropriate in each case. When an installation is inspected, it shall be judged against the current regulations.
- (c) The inspection certificate in the form prescribed in the IEE Wiring Regulations, shall be retained by the site operator and displayed, supplemented or replaced, by subsequent certificates, with the site licence. **The licence holder shall within one month of receipt, send a copy of the certificate or a letter of deficiencies to the licensing authority.** The cost of the inspection and report shall be met by the site operator or licence holder.
- (d) If an inspection reveals that an installation no longer complies with the regulations extant at the time it was first installed, any deficiencies shall be rectified as soon as practicable. Any major alterations and extensions to an installation and all parts of the existing installation affected by them shall comply with the latest version of the IEE Wiring Regulations.

## 9. Water Supply

The site shall be provided with a water supply in accordance with appropriate Water Byelaws and statutory quality standards.

## 10. Drainage, Sanitation and Washing Facilities

- (a) Satisfactory provision shall be made for foul drainage, by connection to the public sewer.
- (b) Each caravan shall have its own water supply, water closet, sink, bath or shower and wash-hand basin. Each caravan standing shall be provided with a connection to the foul-drainage system; the connection shall be capable of being made airtight when not in use.
- (c) Every site and every hard standing shall be provided with an adequate drainage system for the complete and hygienic disposal of foul, rain and surface water from the site, buildings, caravans, roads and footpaths.

## **11. Standard of Caravans**

All residential caravans stationed on the site shall conform to the British Standard 3632 and shall be maintained in good repair and efficient working order.

## **12. Refuse Disposal**

Every caravan standing shall have an adequate number of suitable refuse bins with close-fitting lids. Arrangements shall be made for the bins to be emptied regularly.

There shall be no burning of waste on site; waste shall be disposed of by the bins provided or other suitable means.

## **13. General Maintenance**

The licensee shall ensure that the site roads, footpaths and lighting, all fire points, all water supplies, drainage and electrical installations are maintained in good repair and efficient working order. Grassed areas shall be kept short, hedges shall be trimmed, fences maintained and the site shall be kept free of refuse and litter.

## **14. Parking**

Where there is only 6 metres separation between homes, one car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Suitably surfaced parking spaces shall be provided where necessary to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats shall not be parked between units.

## **15. Notices**

- (a) The site name shall be prominently displayed at the site entrance.
- (b) A copy of the site licence with its conditions shall be displayed prominently on the site.
- (c) Notices and a plan shall be displayed on the site setting out the action to be taken in the event of an emergency. They shall show where the police, fire brigade, ambulance, and local doctors can be contacted and the location of the nearest public telephone. The notices shall also give the name and location/telephone number of the site licence holder or his/her accredited representative.
- (d) All notices shall be suitably protected from the weather and displayed where possible out of the direct rays of the sun, preferably in areas lit by artificial lighting.

## **16. General**

No variation shall be made to the site layout without the written consent of the Council.