

MOBILE HOME RESIDENTS FORUM
Monday 28 April 2014 at 2.15 pm
(informal meeting from 1.45pm)
Rennes Room, Civic Centre, Paris Street, Exeter

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| 2 Minutes of the meeting held on 9 December 2013 | 3 - 6 |
| 3 Mobile Homes Insulation - Colin Anderson from JJ Crump | |
| 4 Sale blocking - Trading Standards | |
| 5 Future meetings of the Forum The Forum currently meets three times a year – could we look to meet twice a year with ad hoc meetings called as required. | |
| 6 Discussion/ideas - how to encourage other park homes site members to attend | |
| 7 Discussion - Annual meeting with other park home residents within other areas, ie The Firs, Pathfinder Village, Cat & Fiddle - Can the Council organise or assist in this area? | |
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If you have any enquiry regarding any items on this agenda, please contact
 Jo Quinnell on Exeter 265197 or email jo.quinnell@exeter.gov.uk

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 or email committee.services@exeter.gov.uk

11 Plot Plans

12 Items for future meetings

13 Dates of future meetings

- Monday 11 August at 2.15pm
- Monday 1 December at 2.15pm

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Agenda Item 2

MOBILE HOME RESIDENTS FORUM

Monday 9 December 2013

Present:

Councillor Heather Morris, (Chair)
Councillors Morris, Bull, Hannaford, D J Henson and Newby

Also Present:

| | |
|-----------------|---|
| Graeme Guy | - Ringswell Park |
| Jan Grundy | - Exonia Park |
| Val Ewings | - Exonia Park |
| Alan Southard | - Newport Park |
| Malcolm Thomas | - Ringswell Park |
| Geoff Threlfall | - National Association of Park Home Residents |
| Wendy Threlfall | - National Association of Park Home Residents |
| Julie Wale | - Ringswell Park |
| Marlene Gribble | - Exonia Park |

Also Present:

Licensing Solicitor, Environmental Health Manager and Assistant Democratic Services Officer (Committees)

In Attendance:

| | |
|--------------|--|
| Alison Adams | - South Hams District Council |
| Susan Heyes | - Ashburton Park Residents Association |
| Susan Evans | - Ashburton Park Residents Association |
| Hans Wardle | - South Hams District Council |

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APOLOGIES FOR ABSENCE

Apologies were received from Councillor Baldwin, Councillor Leadbetter, Caroline Aird (Age UK Exeter), Denise Dearden (Trading Standards) and Marlene Gribble (Exonia Park).

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MINUTES OF THE MEETING HELD ON 19 AUGUST 2013

The minutes of the meeting held on 19 August 2013 were agreed.

Minute No. 26 – Model Site Licence

It had been suggested that a site plan is included in the Licence to mark areas that the owner is responsible for maintaining.

Keith Williams advised the Model Site Licences had now been agreed by all park owners. Site owners will be asked to provide a plan in the New Year. Newport Park had recently been granted planning permission for 22 new homes and a revised plan showing these will be requested.

SAFETY IN PARK HOMES - DEVON & CORNWALL FIRE PREVENTION

The Chair welcomed Mickey Turner, Community Officer with the Devon & Somerset Fire and Rescue Service.

Mickey stressed the importance of having both smoke alarms and carbon monoxide alarms in homes. It was important to test the alarms every week by pressing the test button. It was acknowledged that some people have difficulty reaching smoke alarms, and Mickey demonstrated a tool for reaching the test button. If officers attend a home to carry out a home safety visit, they will leave one of these tools if they think it is required by the homeowner.

Home safety checks are carried out free of charge if the criteria is met. The general enquiry line is 01392 872200.

An alarm can also be provided for people who are deaf or have hearing difficulties. The alarm alerts you with a flashing light and a vibrating pad which can be placed under a pillow.

Carbon Monoxide can be present in any fuel burning device such as boilers, cookers, gas fires and open fires. These alarms are tested the same way as a fire alarm by pressing the test button. New alarms are generally fitted with a 10 year battery and can be bought as sealed units.

A representative from Ringswell Park enquired as to whether the information provided on the website is available in leaflet form, as many residents do not have access to a computer. Mickey Turner would arrange for some copies.

A representative enquired as to fire demonstrations that had previously taken place in park home sites, and asked whether this was a regular service. Mickey Turner advised that various events do take place, but this does depend on resources. There had been a 40% drop in fires in homes and he felt that this was down to the good work on the ground providing information to the public.

Concern was raised in relation to fire points and fire hydrants, It was, however, noted that if fire hydrants are on site then this complies. The Fire Service would test these on a regular basis, but the frequency will depend on the location and risk. There is enough water in the vehicle in the event of any failure in the water main. Mickey Turner would check that these had been tested, and re-iterated that rather than trying to tackle a fire, premises should be vacated as quickly as possible. Everyone should check that their alarms are tested and an escape plan is in place.

Further information on fire safety can be found on the Devon & Somerset Fire & Resuce Service website - <http://www.dsfire.gov.uk/YourSafety/SafetyInTheHome/Index.cfm?siteCategoryId=4&T1ID=35>

The Chair thanked Mickey for his informative presentation.

UPDATED MODEL SITE LICENCE

The Model Site Licence was agreed.

Site owners are not obliged to provide every resident with a copy, but should display the Licence on site.

Keith Williams advised that one copy could be sent to residents associations and a copy could be made available at the next meeting.

It was suggested whether the Licence could be placed on the website. Councillor Hannaford advised that although the Council would be moving more towards a transactional website, there still needs to be an element of information available. It was considered that it would be useful to have a Park Homes section on the website to back up the work of this Forum.

34 **JUSTICE CAMPAIGN PETITION ON THE 10% COMMISSION CHARGE**

A copy of the petition was circulated.

The petition was to campaign for a review of the right for site owners to charge a commission of up to 10% upon the private sale of park homes.

If 100,000 signatures are received on a petition and is supported by an MP, the House of Commons Back Bench Committee will be obliged to look into whether a debate should be held. 100,000 signatures does not automatically bring about a debate but starts the process.

It was suggested whether the national media could be contacted to raise the profile, as with only four park homes in Exeter it was going to be difficult to raise many signatures. Councillor Hannaford asked if details could be sent to him, as a Devon County Councillor, to enable him to liaise with other districts.

It was also suggested that the Express & Echo may be interested in publicising this.

The e-petition can be found here - <http://epetitions.direct.gov.uk/petitions/54396>

35 **ANNUAL FEE - PARK OWNERS TO RECLAIM PROPOSED LICENSE FEES THROUGH THE PITCH FEE PAID BY RESIDENTS**

Wendy Threlfall introduced the proposal for park owners to reclaim proposed Licence Fees through the Pitch Fee paid by residents. The consultation period ends on 6 January 2014, and the opportunity to provide feedback should be used.

Keith Williams provided the Devon response, which will be attached to the minutes.

It was agreed that this response should be sent from Exeter.

Reference was made to a 'fit and proper person'. Elaine Kale advised that the 2013 Act has not yet come into force, and would not do so until this issue had been resolved. However, in Licensing terms, these tend to be very general and very wide tests, but this would be a matter for the licensing authority.

36 **CAR PARKING AT RINGSWELL PARK**

The issue of the number of car parking spaces available at Ringswell Park was raised, as residents considered that there were not sufficient parking spaces.

The Council had visited the site on several occasions to inspect the site and had concluded that there were more than 32 spaces available. Keith Williams would check whether these had been marked on the site plan in order to confirm the number of spaces.

The Council was unable to mark the parking bays as this was private property.

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PARK RULES

The Park Rules from all sites were noted.

It was noted that the Local Authority is not responsible for negotiating changes to individual site park rules. However, the park rules for each site were attached to the agenda in order for each member to see how their rules do/do not differ from other sites, and might help in negotiating rules in the future. Any changes to the rules should be in consultation with the residents association.

Reference was made to the erection of sale boards within park sites, and although it does not state that this cannot be done within the rules, they are discouraged and removed by some park owners. It was considered that this could form an element of sale blocking.

As sale blocking was a Trading Standards matter, it was agreed that a representative should be invited to the next meeting to discuss in further detail.

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ITEMS FOR FUTURE MEETINGS

Trading Standards would be invited to the next meeting to discuss sale blocking.

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DATES OF FUTURE MEETINGS:

The dates of future meetings were noted.

(The meeting commenced at 2.15 pm and closed at 3.30 pm)

Chair

Exeter City Council

Caravan Sites and Control of Development Act 1960 Licence Conditions: Residential Caravan Sites

Schedule of Conditions attached to Site Licence

Dated 1st April 2014

Granted to; Oaktree Parks Ltd, Oaktree Park, Locking, Weston Super Mare, BS24 8RG

In respect of a maximum of 148 Mobile Homes on land Situate at Exonia Park, Dunsford Hill, Exeter and known as Exonia Park.

Definitions and Interpretation

Any references in this licence to any statutory requirements shall be deemed to incorporate any subsequent re-enactment, modification or amendment thereof.

“The Licensing Authority” means Exeter City Council.

“Licensee” means the person to whom this Licence is granted.

“Mobile Home” shall have the meaning attribute to “caravan” in Part I of the Caravan Sites and Control of Development Act 1960 as amended by Part III of the Caravan Sites Act 1968.

1. The Boundaries and Plan of the Site

- (i) The boundaries of the site from any adjoining land shall be clearly marked by a man made or natural feature.
- (ii) No Mobile Home or combustible structure shall be positioned within 3 metres of the boundary of the site.
- (iii) (a) A plan of the site shall be supplied to the local authority upon the application for a licence and, thereafter whenever there is a material change to the boundaries or layout of the site, or at any other time on the demand of the local authority.

(b) The plan supplied must clearly illustrate the layout of the site including all relevant structures, features and facilities on it and shall be of suitable quality.

2. Density, Spacing and Parking Between Mobile Homes

- (i) Except in the case mentioned in sub paragraph (iii) and subject to sub paragraph (iv), every Mobile Home must where practicable be spaced at a distance of no less than 6 metres (the separation distance) from any other Mobile Home which is occupied as a separate residence.

- (ii) No Mobile Home shall be stationed within 2 metres of any road or communal car park within the site or more than 50 metres from such a road within the site.
- (iii) Where a Mobile Home has retrospectively been fitted with cladding from Class 1 fire rated materials to its facing walls, then the separation distance between it and an adjacent Mobile Home may be reduced to a minimum of 5.25 metres.
- (iv) In any case mentioned in subparagraph (i) or (iii):
 - (a) A porch attached to the Mobile Home may protrude one metre into the separation distance and must not exceed 2 metres in length and 1 metre in depth. The porch must not exceed the height of the Mobile Home. .
 - (b) Eaves, drainpipes and bay windows may extend into the separation distance provided the total distance between the extremities of two facing Mobile Homes is not less than 5 metres, except where sub paragraph (iii) applies in which case the extension into the separation distance shall not exceed 4.25 metres.
 - (c) Any structure including steps, ramps, etc (except a garage or car port), which extends more than 1 metre into the separation distance shall be of non-combustible construction. There should be a 4.5 metre clear distance between any such structure and any adjacent Mobile Home.
 - (d) A garage or car port may only be permitted within the separation distance if it is of non-combustible construction.
 - (e) Windows in structures within the separation distance shall not face towards the Mobile Home on either side.
 - (f) Fences and hedges, where allowed and forming the boundary between adjacent Mobile Homes, should be a maximum of 1.8 metres high.
 - (g) Private cars may be parked within the separation distance provided that they do not obstruct entrances to Mobile Homes or access around them and they are a minimum of 3 metres from an adjacent Mobile Home.
- (v) The density of Mobile Homes on a site shall be determined in accordance with relevant health and safety standards and fire risk assessments.

3. Roads, Gateways and Overhead Cables

- (i) Roads shall be designed to provide adequate access for emergency vehicles and routes within the site for such vehicles must be kept clear of obstruction at all times.

- (ii) New roads shall be constructed and laid of suitable bitumen macadem or concrete with a suitable compacted base.
- (iii) All roads shall have adequate surface water/storm drainage.
- (iv) New two way roads shall not be less than 3.7 metres wide, or if they are designed for and used by one way traffic, not less than 3 metres wide.
- (v) One-way systems shall be clearly signposted.
- (vi) Where existing two way roads are not 3.7 metres wide, passing places shall be provided where practical.
- (vii) Vehicular access and all gateways to the site must be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres.
- (viii) Roads shall be maintained in a good condition.
- (ix) Cable overhangs must meet the statutory requirements.

4. Footpaths and Pavements

- (i) Every Mobile Home shall be connected to a road by a footpath with a hard surface which shall be maintained in good condition.
- (ii) Where practicable, communal footpaths and pavements shall not be less than 0.9 metres wide.

5. Lighting

Roads, communal footpaths and pavements shall be adequately lit, at the park owner's expense, between dusk and dawn to allow the safe movement of pedestrians and vehicles around the site during the hours of darkness.

6. Bases

- (i) Every Mobile Home brought onto or moved within the site since the date of this licence must be positioned on a concrete hardstanding which extends over the whole area occupied by the mobile home placed upon it. The hardstanding must project a sufficient distance outward from the Mobile Home entrance (s) to enable occupants to leave safely. The hard standings must be constructed to the industry guidance, current at the time of siting, taking into account local conditions.
- (ii) A Mobile Home hardstanding in existence before the date of this licence consisting of 2 or more separate slabs shall be permitted to remain if, in the opinion of the Licensing Authority it is adequate in all respects.

7. Maintenance of Common Areas, including Grass, Vegetation and Trees

- (i) Every part of the site to which the public have access shall be kept in a clean and tidy condition.
- (ii) Every road, communal footpath and pavement on the site shall be maintained in a good condition, good repair and clear of rubbish.
- (iii) Grass and vegetation shall be cut and removed at frequent and regular intervals.
- (iv) Trees within the site shall (subject to the necessary consents) be maintained.
- (v) Any cuttings, litter or waste shall be removed from the immediate surrounds of a pitch.

8. Supply & Storage of Gas etc

- (i) Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant Standards and Codes of Practice.
- (ii) Liquefied Petroleum Gas cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency.

9. Electrical Installations

- (i) On the site there shall be installed an electricity network of adequate capacity to meet safely all reasonable demands of the Mobile Homes and other facilities and services within it.
- (ii) The electrical network installations shall be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current relevant statutory requirements.
- (iii) Any work on electrical installations and appliances shall be carried out only by persons who are competent to do the particular type of work being undertaken, in accordance with current relevant statutory requirements.
- (iv) Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements.

10. Water Supply

- (i) All pitches on the site shall be provided with a water supply sufficient in all respects to meet all reasonable demands of the Mobile Homes situated on them.

- (ii) All new water supplies shall be in accordance with all current legislation, regulations and relevant British or European Standards.
- (iii) All repairs and improvements to water supplies and installations shall be carried out to conform with current legislation and British or European Standards.
- (iv) Work on water supplies and installations shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current relevant legislation and British or European Standards.

11. Drainage and Sanitation

- (i) Surface water drainage shall be provided where appropriate to avoid standing pools of water.
- (ii) There shall be satisfactory provision for foul and waste water drainage either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority.
- (iii) All drainage and sanitation provision shall be in accordance with all current legislation and British or European Standards.
- (iv) Work on drains and sewers shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current legislation and British or European standards.

12. Domestic Refuse Storage & Disposal

- (i) Where communal refuse bins are provided these shall be non-combustible and housed within a properly constructed bin store.
- (ii) All refuse disposal shall be in accordance with all current legislation and regulations.

13. Communal Vehicular Parking

Suitably surfaced parking spaces shall be provided to meet the requirements of residents and their visitors.

14. Communal Recreation Space

On sites where it is practical to do so, suitable space equivalent to about one tenth of the total area of the site shall be allocated for recreational purposes, unless in the local authority's opinion there are adequate recreational facilities within a close proximity to the site.

15. Notices and Information

- (i) The name of the site shall be displayed on a sign in a prominent position at the entrances to the site together with the current name, address and telephone number of the licence holder and manager and emergency contact details, a copy of the site licence or the front page of the said licence and details of where the full licence and other information required to be available under this standard can be viewed and between which times (if not displayed on the notice board).
- (ii) A current plan of the site with roads and pitches marked on together with the areas that the owner is responsible for maintaining. it shall be prominently displayed at the entrances to it.
- (iii) A copy of the current site licence shall be available for inspection in a prominent place on the site.
- (iv) In addition at the prominent place the following information shall also be available for inspection at the prominent place:
 - (a) A copy of the most recent periodic electrical inspection report.
 - (b) A copy of the site owner's certificate of public liability insurance.
 - (c) A copy of the local flood warning system and evacuation procedures, if appropriate.
 - (d) A copy of the fire risk assessment made for the site.
- (v) All notices shall be suitably protected from the weather and from direct sunlight.

16. Flooding

- (i) The site owner shall establish whether the site is at risk from flooding by referring to the Environment Agency's Flood Map.
- (ii) Where there is risk from flooding the site owner shall consult the Environment Agency for advice on the likelihood of flooding, the depths and velocities that might be expected, the availability of a warning service and on what appropriate measures to take.

17. Requirement to Comply with the Regulatory Reform (Fire Safety) Order 2005

The site owner shall make available the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and when demanded, a copy of the risk assessment shall be made available to the local authority.

18. Fire safety measures where the Regulatory Reform (Fire Safety) Order 2005 does not apply (such as single unit sites and those sites solely occupied by family groups)

- (i) The standards in this paragraph only apply if the site is **not** subject to the Regulatory Reform (Fire Safety) Order 2005.

Fire Points

- (ii) These shall be located so that no Mobile Home or site building is more than 30 metres from a fire point. Equipment provided at a fire point shall be housed in a weather-proof structure, easily accessible and clearly and conspicuously marked "FIRE POINT".

Fire Fighting Equipment

- (iii) Where water standpipes are provided:
- (a) The water supply shall be of sufficient pressure to project a jet of water not less than 5 metres from the nozzle.
 - (b) There shall be a reel that complies with the current British or European Standard, with a hose not less than 35 metres long, having a means of connection to a water standpipe (preferably a screw thread connection) with a water supply of sufficient pressure and terminating in a small hand nozzle.
 - (c) Hoses shall be housed in a red box and marked "HOSE REEL". Access to the fire point shall not be obstructed or obscured.
- (iv) Where hydrants are provided, hydrants shall conform to the current British or European Standard.
- (v) Access to hydrants and other water supplies shall not be obstructed or obscured.
- (vi) Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with water extinguishers (2 x 9 litres) which comply with the current British or European Standard.

Fire Warning

- (vii) A suitable means of raising the alarm in the event of a fire shall be provided at each fire point.

Maintenance and Testing of Fire Fighting Equipment

- (viii) All alarm and fire fighting equipment shall be installed, tested and maintained in working order by persons who are qualified in the particular type of work being undertaken and be available for inspection by, or on behalf of, the licensing

authority or the Fire and Rescue Service.

- (ix) A record shall be kept of all testing and remedial action taken.
- (x) All equipment susceptible to damage by frost shall be suitably protected.

Fire Notices

- (xi) 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. This notice should include the following:

“On discovering a fire:

- I. Ensure the Mobile Home or site building involved is evacuated.
- II. Raise the alarm.
- III. Call the fire brigade (the nearest phone is sited at).”

Exeter City Council

Caravan Sites and Control of Development Act 1960 Licence Conditions: Residential Caravan Sites

Schedule of Conditions attached to Site Licence

Dated 1st April 2014

Granted to; Mr D C Arden, Mrs I Broom, Mrs G E Arden, Trustees of C Arden, Southam Farm, Rydon Lane, Exeter EX2 5PU

In respect of a maximum of 70 Mobile Homes on land Situate at Rydon Lane, Exeter, and known as Rydon Park.

Definitions and Interpretation

Any references in this licence to any statutory requirements shall be deemed to incorporate any subsequent re-enactment, modification or amendment thereof.

“The Licensing Authority” means Exeter City Council.

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“Mobile Home” shall have the meaning attribute to “caravan” in Part I of the Caravan Sites and Control of Development Act 1960 as amended by Part III of the Caravan Sites Act 1968.

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On sites where it is practical to do so, suitable space equivalent to about one tenth of the total area of the site shall be allocated for recreational purposes, unless in the local authority's opinion there are adequate recreational facilities within a close proximity to the site.

15. Notices and Information

- (i) The name of the site shall be displayed on a sign in a prominent position at the entrances to the site together with the current name, address and telephone number of the licence holder and manager and emergency contact details, a copy of the site licence or the front page of the said licence and details of where the full licence and other information required to be available under this standard can be viewed and between which times (if not displayed on the notice board).
- (ii) A current plan of the site with roads and pitches marked on together with the areas that the owner is responsible for maintaining. it shall be prominently displayed at the entrances to it.
- (iii) A copy of the current site licence shall be available for inspection in a prominent place on the site.
- (iv) In addition at the prominent place the following information shall also be available for inspection at the prominent place:
 - (a) A copy of the most recent periodic electrical inspection report.
 - (b) A copy of the site owner's certificate of public liability insurance.
 - (c) A copy of the local flood warning system and evacuation procedures, if appropriate.
 - (d) A copy of the fire risk assessment made for the site.
- (v) All notices shall be suitably protected from the weather and from direct sunlight.

16. Flooding

- (i) The site owner shall establish whether the site is at risk from flooding by referring to the Environment Agency's Flood Map.
- (ii) Where there is risk from flooding the site owner shall consult the Environment Agency for advice on the likelihood of flooding, the depths and velocities that might be expected, the availability of a warning service and on what appropriate measures to take.

17. Requirement to Comply with the Regulatory Reform (Fire Safety) Order 2005

The site owner shall make available the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and when demanded, a copy of the risk assessment shall be made available to the local authority.

18. Fire safety measures where the Regulatory Reform (Fire Safety) Order 2005 does not apply (such as single unit sites and those sites solely occupied by family groups)

- (i) The standards in this paragraph only apply if the site is **not** subject to the Regulatory Reform (Fire Safety) Order 2005.

Fire Points

- (ii) These shall be located so that no Mobile Home or site building is more than 30 metres from a fire point. Equipment provided at a fire point shall be housed in a weather-proof structure, easily accessible and clearly and conspicuously marked "FIRE POINT".

Fire Fighting Equipment

- (iii) Where water standpipes are provided:
- (a) The water supply shall be of sufficient pressure to project a jet of water not less than 5 metres from the nozzle.
 - (b) There shall be a reel that complies with the current British or European Standard, with a hose not less than 35 metres long, having a means of connection to a water standpipe (preferably a screw thread connection) with a water supply of sufficient pressure and terminating in a small hand nozzle.
 - (c) Hoses shall be housed in a red box and marked "HOSE REEL". Access to the fire point shall not be obstructed or obscured.
- (iv) Where hydrants are provided, hydrants shall conform to the current British or European Standard.
- (v) Access to hydrants and other water supplies shall not be obstructed or obscured.
- (vi) Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with water extinguishers (2 x 9 litres) which comply with the current British or European Standard.

Fire Warning

- (vii) A suitable means of raising the alarm in the event of a fire shall be provided at each fire point.

Maintenance and Testing of Fire Fighting Equipment

- (viii) All alarm and fire fighting equipment shall be installed, tested and maintained in working order by persons who are qualified in the particular type of work being undertaken and be available for inspection by, or on behalf of, the licensing

authority or the Fire and Rescue Service.

- (ix) A record shall be kept of all testing and remedial action taken.
- (x) All equipment susceptible to damage by frost shall be suitably protected.

Fire Notices

- (xi) 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. This notice should include the following:

“On discovering a fire:

- I. Ensure the Mobile Home or site building involved is evacuated.
- II. Raise the alarm.
- III. Call the fire brigade (the nearest phone is sited at).”

EXETER CITY COUNCIL

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960 LICENCE CONDITIONS FOR RESIDENTIAL CARAVAN SITES

Schedule of Conditions attached to Site Licence reference RING3 dated 14th January 2008 granted to Mr Jeffery Small (Snr), Mrs Barbara Small and Mr Jeffery Small (Jnr) in respect of a maximum of 91 caravans on land situated at **RINGSWELL PARK, SIDMOUTH ROAD, EXETER**

This Schedule comprises 5 Pages

| No. | CONDITION | TIME FOR COMPLETION |
|----------|--|---|
| 1 | SITE BOUNDARIES AND PLAN OF THE SITE | |
| i | The boundaries of the site from any adjoining land shall be clearly marked by a man made or natural feature. | At all times |
| ii | No caravan or combustible structure shall be positioned within 3 metres of the boundary of the site | At all times |
| iii | <p>(a) A plan of the site shall be supplied to the local authority upon the application for a licence and, thereafter whenever there is a material change to the boundaries or layout of the site, or at any other time on the demand of the local authority.</p> <p>(b) The plan supplied must clearly illustrate the layout of the site including all relevant structures, features and facilities on it and shall be of suitable quality.</p> | Within two months of such a change or a demand of the local authority |
| 2 | DENSITY SPACING AND PARKING BETWEEN PARK CARAVANS | |
| i | Except in the case mentioned in sub paragraph (iii) and subject to sub paragraph (iv), every caravan must where practicable be spaced at a distance of no less than 6 metres (the separation distance) from any other caravan which is occupied as a separate residence. | At all times |
| ii | No caravan shall be stationed within 2 metres of any road or communal car park within the site or more than 50 metres from such a road within the site. | At all times |
| iii | Where a caravan has retrospectively been fitted with cladding from Class 1 fire rated materials to its facing walls, then the separation distance between it and an adjacent caravan may be reduced to a minimum of 5.25 metres. | At all times |
| iv | <p>In any case mentioned in subparagraph (i) or (iii):</p> <p>(a) A porch attached to the caravan may protrude one metre into the separation distance and must not exceed 2 metres in length and 1 metre in depth. The porch must not exceed the height of the caravan. Where a porch is installed only one door may be permitted at that entrance to the home, either on the porch or on the home.</p> <p>(b) Eaves, drainpipes and bay windows may extend into the separation distance provided the total distance between the</p> | <p>At all times</p> <p>At all times</p> |

| No. | CONDITION | TIME FOR COMPLETION |
|-----------|--|---|
| | <p>extremities of two facing caravans is not less than 5 metres, except where 2.3 applies in which case the extension into the separation distance shall not exceed 4.25 metres.</p> <p>(c) Any structure including steps, ramps, etc (except a garage or car port), which extends more than 1 metre into the separation distance shall be of non-combustible construction. There should be a 4.5 metre clear distance between any such structure and any adjacent caravan.</p> <p>(d) A garage or car port may only be permitted within the separation distance if it is of non-combustible construction.</p> <p>(e) Windows in structures within the separation distance shall not face towards the caravan on either side.</p> <p>(f) The Height and extent of existing fences and hedges between caravans should be considered under any fire risk assessment and thereafter be maintained accordingly. New fences and hedges forming the boundary between adjacent caravans, should be a maximum of 1 metre high.</p> <p>(g) Private cars may be parked within the separation distance provided that they do not obstruct entrances to caravans or access around them and they are a minimum of 3 metres from an adjacent caravan.</p> | <p>At all times</p> <p>At all times</p> <p>At all times</p> <p>At all times</p> <p>At all times</p> |
| v | The density of caravans on a site shall be determined in accordance with relevant health and safety standards and fire risk assessments. | At all times |
| vi | <p>Conditions for Semi-detached caravans</p> <p>(a) Where there are one or more semi-detached caravans stationed on the site (where 'semi-detached caravan' means a caravan divided to provide accommodation for not more than two separate and independent households) the overall number of caravans permitted at the site shall be reduced by one caravan for each semi-detached caravan which is stationed on the site. The number of semi-detached caravans stationed on the site shall in any event not exceed five</p> <p>(b) Each semi-detached caravan must be fitted with an automatic fire detection system approved by the local authority which is interlinked to give warning of fire in the accommodation of one household in the accommodation of the other household. Such alarm systems must be maintained in working order at all times and where necessary the licence holder should provide for this in the term of any agreement with the owner of such caravans stationed at the site</p> <p>(c) The licence holder must construct and site each semi-detached caravan strictly in accordance with all guidance issued by the relevant manufacturer and where necessary should provide for this in the term of the agreement with the owner of such caravans stationed on the site. The licence holder shall, before any semi-detached caravan is occupied, provide the local authority a certificate issued by a suitably competent and qualified surveyor</p> | |

| No. | CONDITION | TIME FOR COMPLETION |
|----------|---|---------------------|
| | <p>approved by the local authority to the effect that all relevant guidance has been followed</p> <p>(d) Any semi-detached caravan stationed on the site after the date of the 15th April 2011 shall be constructed so as to provide fire-resistance of at least one hour in respect of the wall dividing the two areas occupied by separate households and the external walls perpendicular to this dividing wall</p> | |
| 3 | ROADS, GATEWAYS AND OVERHEAD CABLES | |
| i | Roads shall be designed to provide adequate access for emergency vehicles and routes within the site for such vehicles must be kept clear of obstruction at all times. | At all times |
| ii | New roads shall be constructed and laid of suitable bitumen macadem or concrete with a suitable compacted base. | At all times |
| iii | All roads shall have adequate surface water/storm drainage. | At all times |
| iv | New two way roads shall not be less than 3.7 metres wide, or if they are designed for and used by one way traffic, not less than 3 metres wide. | |
| v | One-way systems shall be clearly signposted. | At all times |
| vi | Where existing two way roads are not 3.7 metres wide, passing places shall be provided where practical. | At all times |
| vii | Vehicular access and all gateways to the site must be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. | At all times |
| viii | Roads shall be maintained in a good condition. | At all times |
| ix | Cable overhangs must meet the statutory requirements. | At all times |
| 4 | FOOTPATHS AND PAVEMENTS | |
| i | Every caravan shall be connected to a road by a footpath with a hard surface which shall be maintained in good condition. | At all times |
| ii | Where practicable, communal footpaths and pavements shall not be less than 0.9 metres wide. | |
| 5 | LIGHTING | |
| i | Roads, communal footpaths and pavements shall be adequately lit between dusk and dawn to allow the safe movement of pedestrians and vehicles around the site during the hours of darkness | At all times |
| 6 | BASES | |
| i | Every caravan must stand on a concrete base or hard-standing. | At all times |
| ii | The base must extend over the whole area occupied by the caravan, and must project a sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely. The hard standings must be constructed taking into account the industry guidance applicable at the time of construction and the individual site conditions. | At all times |

| No. | CONDITION | TIME FOR COMPLETION |
|-----------|--|---------------------|
| 7 | MAINTENANCE OF COMMON AREAS, INCLUDING GRASS, VEGETATION AND TREES | |
| i | Every part of the site to which the public have access shall be kept in a clean and tidy condition. | At all times |
| ii | Every road, communal footpath and pavement on the site shall be maintained in a good condition, good repair and clear of rubbish. | At all times |
| iii | Grass and vegetation shall be cut and removed at frequent and regular intervals. | |
| iv | Trees within the site shall (subject to the necessary consents) be maintained. | At all times |
| v | Any cuttings, litter or waste shall be removed from the immediate surrounds of a pitch. | |
| 8 | SUPPLY & STORAGE OF GAS ETC | |
| i | Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant Standards and Codes of Practice. | At all times |
| ii | Liquefied Petroleum Gas cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency | At all times |
| 9 | ELECTRICAL INSTALLATIONS | |
| i | On the site there shall be installed an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it. | At all times |
| ii | The electrical network installations shall be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current relevant statutory requirements. | |
| iii | Any work on electrical installations and appliances shall be carried out only by persons who are competent to do the particular type of work being undertaken, in accordance with current relevant statutory requirements. | At all times |
| iv | Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements. | At all times |
| 10 | WATER SUPPLY | |
| i | All pitches on the site shall be provided with a water supply sufficient in all respects to meet all reasonable demands of the caravans situated on them. | At all times |
| ii | All new water supplies shall be in accordance with all current legislation, regulations and relevant British or European Standards. | |
| iii | All repairs and improvements to water supplies and installations shall be carried out to conform with current relevant legislation and British or European Standards, where applicable. | At all times |
| iv | Work on water supplies and installations shall be carried out only by | At all times |

| No. | CONDITION | TIME FOR COMPLETION |
|-----------|--|---------------------|
| | persons who are qualified in the particular type of work being undertaken and in accordance with current relevant legislation and British or European Standards, where applicable. | |
| 11 | DRAINAGE AND SANITATION | |
| i | Surface water drainage shall be provided where appropriate to avoid standing pools of water. | At all times |
| ii | There shall be satisfactory provision for foul and waste water drainage either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority. | At all times |
| iii | All drainage and sanitation provision shall be in accordance with all current relevant legislation and British or European Standards, where applicable. | |
| iv | Work on drains and sewers shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current relevant legislation and British or European standards, where applicable. | |
| 12 | DOMESTIC REFUSE STORAGE & DISPOSAL | |
| i | Where communal refuse bins are provided these shall be non-combustible and housed within a properly constructed bin store. | At all times |
| ii | All refuse disposal shall be in accordance with all current legislation and regulations. | |
| 13 | COMMUNAL VEHICULAR PARKING | |
| i | 32 suitably surfaced parking spaces shall be provided to meet the requirements of residents and their visitors, on land not included in any resident's plot. | At all times |
| 14 | NOTICES AND INFORMATION | |
| I | The name of the site shall be displayed on a sign in a prominent position at the entrances to the site together with the current name, address and telephone number of the licence holder and manager and emergency contact details, a copy of the site licence or the front page of the said licence and details of where the full licence and other information required to be available under this standard can be viewed and between which times (if not displayed on the notice board). | At all times |
| ii | A current plan of the site with roads and pitches marked on it shall be prominently displayed at the entrances to it. | At all times |
| iii | A copy of the current site licence shall be available for inspection in a prominent place on the site. | At all times |
| iv | In addition at the prominent place the following information shall also be available for inspection at the prominent place: (a) A copy of the most recent periodic electrical inspection report. (b) A copy of the site owner's certificate of public liability insurance. (c) A copy of the local flood warning system and evacuation procedures, if appropriate. (d) A copy of the fire risk assessment made for the site. | At all times |

| No. | CONDITION | TIME FOR COMPLETION |
|-----------|--|---|
| V | All notices shall be suitably protected from the weather and from direct sunlight. | At all times |
| 15 | REQUIREMENT TO COMPLY WITH THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005 | |
| i | The site owner shall make available the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and when demanded, a copy of the risk assessment shall be made available to the local authority. | Within 14 working days of receipt of a written request, or otherwise by agreement |

Exeter City Council

Caravan Sites and Control of Development Act 1960 Licence Conditions: Residential Caravan Sites

Schedule of Conditions attached to Site Licence

Dated 1st April 2014

Granted to; Wilson Leisure Ltd, Lakeside Caravan Park, Westfield Road, Burnham on Sea, Somerset. TA8 2AE

In respect of a maximum of 188 Mobile Homes on land Situate at Newport Road, Exeter and known as Newport Park.

Definitions and Interpretation

Any references in this licence to any statutory requirements shall be deemed to incorporate any subsequent re-enactment, modification or amendment thereof.

“The Licensing Authority” means Exeter City Council.

“Licensee” means the person to whom this Licence is granted.

“Mobile Home” shall have the meaning attribute to “caravan” in Part I of the Caravan Sites and Control of Development Act 1960 as amended by Part III of the Caravan Sites Act 1968.

1. The Boundaries and Plan of the Site

- (i) The boundaries of the site from any adjoining land shall be clearly marked by a man made or natural feature.
- (ii) No Mobile Home or combustible structure shall be positioned within 3 metres of the boundary of the site.
- (iii)
 - (a) A plan of the site shall be supplied to the local authority upon the application for a licence and, thereafter whenever there is a material change to the boundaries or layout of the site, or at any other time on the demand of the local authority.
 - (b) The plan supplied must clearly illustrate the layout of the site including all relevant structures, features and facilities on it and shall be of suitable quality.

2. Density, Spacing and Parking Between Mobile Homes

- (i) Except in the case mentioned in sub paragraph (iii) and subject to sub paragraph (iv), every Mobile Home must where practicable be spaced at a distance of no less than 6 metres (the separation distance) from any other Mobile Home which is occupied as a separate residence.

- (ii) No Mobile Home shall be stationed within 2 metres of any road or communal car park within the site or more than 50 metres from such a road within the site.
- (iii) Where a Mobile Home has retrospectively been fitted with cladding from Class 1 fire rated materials to its facing walls, then the separation distance between it and an adjacent Mobile Home may be reduced to a minimum of 5.25 metres.
- (iv) In any case mentioned in subparagraph (i) or (iii):
 - (a) A porch attached to the Mobile Home may protrude one metre into the separation distance and must not exceed 2 metres in length and 1 metre in depth. The porch must not exceed the height of the Mobile Home. .
 - (b) Eaves, drainpipes and bay windows may extend into the separation distance provided the total distance between the extremities of two facing Mobile Homes is not less than 5 metres, except where sub paragraph (iii) applies in which case the extension into the separation distance shall not exceed 4.25 metres.
 - (c) Any structure including steps, ramps, etc (except a garage or car port), which extends more than 1 metre into the separation distance shall be of non-combustible construction. There should be a 4.5 metre clear distance between any such structure and any adjacent Mobile Home.
 - (d) A garage or car port may only be permitted within the separation distance if it is of non-combustible construction.
 - (e) Windows in structures within the separation distance shall not face towards the Mobile Home on either side.
 - (f) Fences and hedges, where allowed and forming the boundary between adjacent Mobile Homes, should be a maximum of 1.8 metres high.
 - (g) Private cars may be parked within the separation distance provided that they do not obstruct entrances to Mobile Homes or access around them and they are a minimum of 3 metres from an adjacent Mobile Home.
- (v) The density of Mobile Homes on a site shall be determined in accordance with relevant health and safety standards and fire risk assessments.

3. Roads, Gateways and Overhead Cables

- (i) Roads shall be designed to provide adequate access for emergency vehicles and routes within the site for such vehicles must be kept clear of obstruction at all times.

- (ii) New roads shall be constructed and laid of suitable bitumen macadem or concrete with a suitable compacted base.
- (iii) All roads shall have adequate surface water/storm drainage.
- (iv) New two way roads shall not be less than 3.7 metres wide, or if they are designed for and used by one way traffic, not less than 3 metres wide.
- (v) One-way systems shall be clearly signposted.
- (vi) Where existing two way roads are not 3.7 metres wide, passing places shall be provided where practical.
- (vii) Vehicular access and all gateways to the site must be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres.
- (viii) Roads shall be maintained in a good condition.
- (ix) Cable overhangs must meet the statutory requirements.

4. Footpaths and Pavements

- (i) Every Mobile Home shall be connected to a road by a footpath with a hard surface which shall be maintained in good condition.
- (ii) Where practicable, communal footpaths and pavements shall not be less than 0.9 metres wide.

5. Lighting

Roads, communal footpaths and pavements shall be adequately lit, at the park owner's expense, between dusk and dawn to allow the safe movement of pedestrians and vehicles around the site during the hours of darkness.

6. Bases

- (i) Every Mobile Home brought onto or moved within the site since the date of this licence must be positioned on a concrete hardstanding which extends over the whole area occupied by the mobile home placed upon it. The hardstanding must project a sufficient distance outward from the Mobile Home entrance (s) to enable occupants to leave safely. The hard standings must be constructed to the industry guidance, current at the time of siting, taking into account local conditions.
- (ii) A Mobile Home hardstanding in existence before the date of this licence consisting of 2 or more separate slabs shall be permitted to remain if, in the opinion of the Licensing Authority it is adequate in all respects.

7. Maintenance of Common Areas, including Grass, Vegetation and Trees

- (i) Every part of the site to which the public have access shall be kept in a clean and tidy condition.
- (ii) Every road, communal footpath and pavement on the site shall be maintained in a good condition, good repair and clear of rubbish.
- (iii) Grass and vegetation shall be cut and removed at frequent and regular intervals.
- (iv) Trees within the site shall (subject to the necessary consents) be maintained.
- (v) Any cuttings, litter or waste shall be removed from the immediate surrounds of a pitch.

8. Supply & Storage of Gas etc

- (i) Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant Standards and Codes of Practice.
- (ii) Liquefied Petroleum Gas cylinders must not be positioned or secured in such a way as to impede access or removal in the event of an emergency.

9. Electrical Installations

- (i) On the site there shall be installed an electricity network of adequate capacity to meet safely all reasonable demands of the Mobile Homes and other facilities and services within it.
- (ii) The electrical network installations shall be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current relevant statutory requirements.
- (iii) Any work on electrical installations and appliances shall be carried out only by persons who are competent to do the particular type of work being undertaken, in accordance with current relevant statutory requirements.
- (iv) Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements.

10. Water Supply

- (i) All pitches on the site shall be provided with a water supply sufficient in all respects to meet all reasonable demands of the Mobile Homes situated on them.

- (ii) All new water supplies shall be in accordance with all current legislation, regulations and relevant British or European Standards.
- (iii) All repairs and improvements to water supplies and installations shall be carried out to conform with current legislation and British or European Standards.
- (iv) Work on water supplies and installations shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current relevant legislation and British or European Standards.

11. Drainage and Sanitation

- (i) Surface water drainage shall be provided where appropriate to avoid standing pools of water.
- (ii) There shall be satisfactory provision for foul and waste water drainage either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority.
- (iii) All drainage and sanitation provision shall be in accordance with all current legislation and British or European Standards.
- (iv) Work on drains and sewers shall be carried out only by persons who are qualified in the particular type of work being undertaken and in accordance with current legislation and British or European standards.

12. Domestic Refuse Storage & Disposal

- (i) Where communal refuse bins are provided these shall be non-combustible and housed within a properly constructed bin store.
- (ii) All refuse disposal shall be in accordance with all current legislation and regulations.

13. Communal Vehicular Parking

Suitably surfaced parking spaces shall be provided to meet the requirements of residents and their visitors.

14. Communal Recreation Space

On sites where it is practical to do so, suitable space equivalent to about one tenth of the total area of the site shall be allocated for recreational purposes, unless in the local authority's opinion there are adequate recreational facilities within a close proximity to the site.

15. Notices and Information

- (i) The name of the site shall be displayed on a sign in a prominent position at the entrances to the site together with the current name, address and telephone number of the licence holder and manager and emergency contact details, a copy of the site licence or the front page of the said licence and details of where the full licence and other information required to be available under this standard can be viewed and between which times (if not displayed on the notice board).
- (ii) A current plan of the site with roads and pitches marked on together with the areas that the owner is responsible for maintaining. it shall be prominently displayed at the entrances to it.
- (iii) A copy of the current site licence shall be available for inspection in a prominent place on the site.
- (iv) In addition at the prominent place the following information shall also be available for inspection at the prominent place:
 - (a) A copy of the most recent periodic electrical inspection report.
 - (b) A copy of the site owner's certificate of public liability insurance.
 - (c) A copy of the local flood warning system and evacuation procedures, if appropriate.
 - (d) A copy of the fire risk assessment made for the site.
- (v) All notices shall be suitably protected from the weather and from direct sunlight.

16. Flooding

- (i) The site owner shall establish whether the site is at risk from flooding by referring to the Environment Agency's Flood Map.
- (ii) Where there is risk from flooding the site owner shall consult the Environment Agency for advice on the likelihood of flooding, the depths and velocities that might be expected, the availability of a warning service and on what appropriate measures to take.

17. Requirement to Comply with the Regulatory Reform (Fire Safety) Order 2005

The site owner shall make available the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and when demanded, a copy of the risk assessment shall be made available to the local authority.

18. Fire safety measures where the Regulatory Reform (Fire Safety) Order 2005 does not apply (such as single unit sites and those sites solely occupied by family groups)

- (i) The standards in this paragraph only apply if the site is **not** subject to the Regulatory Reform (Fire Safety) Order 2005.

Fire Points

- (ii) These shall be located so that no Mobile Home or site building is more than 30 metres from a fire point. Equipment provided at a fire point shall be housed in a weather-proof structure, easily accessible and clearly and conspicuously marked "FIRE POINT".

Fire Fighting Equipment

- (iii) Where water standpipes are provided:
- (a) The water supply shall be of sufficient pressure to project a jet of water not less than 5 metres from the nozzle.
 - (b) There shall be a reel that complies with the current British or European Standard, with a hose not less than 35 metres long, having a means of connection to a water standpipe (preferably a screw thread connection) with a water supply of sufficient pressure and terminating in a small hand nozzle.
 - (c) Hoses shall be housed in a red box and marked "HOSE REEL". Access to the fire point shall not be obstructed or obscured.
- (iv) Where hydrants are provided, hydrants shall conform to the current British or European Standard.
- (v) Access to hydrants and other water supplies shall not be obstructed or obscured.
- (vi) Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with water extinguishers (2 x 9 litres) which comply with the current British or European Standard.

Fire Warning

- (vii) A suitable means of raising the alarm in the event of a fire shall be provided at each fire point.

Maintenance and Testing of Fire Fighting Equipment

- (viii) All alarm and fire fighting equipment shall be installed, tested and maintained in working order by persons who are qualified in the particular type of work being undertaken and be available for inspection by, or on behalf of, the licensing

authority or the Fire and Rescue Service.

- (ix) A record shall be kept of all testing and remedial action taken.
- (x) All equipment susceptible to damage by frost shall be suitably protected.

Fire Notices

- (xi) 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. This notice should include the following:

“On discovering a fire:

- I. Ensure the Mobile Home or site building involved is evacuated.
- II. Raise the alarm.
- III. Call the fire brigade (the nearest phone is sited at).”

RECEIVED 31ST MARCH



14 March 2014

TO ALL RESIDENTS AT NEWPORT PARK

Attached is a copy of the revised Park Rules, which is now part of your Agreement. Please attach these to your Agreement. Please also make sure that you have your copy of the Agreement as this is proof of your ownership and your agreement with Wilson Leisure to reside on the park.

I am required to give you all notice of these Park Rules, which have a few amendments and additions to them, although they are basically the same as the existent Park Rules. I have adjusted that relating to responsibility for the electric cable from meter to your home.

Please read them carefully and comment within 28 days if you wish to do so. If the majority are in agreement we will adopt these revised Park Rules forthwith.

PENNY HARDICK

A handwritten signature in black ink, appearing to read "Penny Hardick".

WILSON LEISURE LTD

2014 March

WILSON LEISURE LTD

RESIDENTIAL PARK RULES FOR

NEWPORT PARK, TOPSHAM ROAD, EXETER, DEVON EX2 7DT

1. Introduction

The following rules are in place for the good management of the park and the benefit of all who use them. These rules form part of the Agreement by which you occupy your pitch in accordance with the Mobile Home Act 1983 (as amended).

The rules are designed to ensure that all park home residents may live peacefully in unspoilt surroundings and have not been compiled to place unnecessary restrictions on residents. We are sure that, providing the rules are accepted in the right spirit, our park will continue to be a happy community.

2. Complying with the Park's Site Licence

Park home owners must not do, or allow to be done, anything to the home or to the pitch which might breach any of the conditions of the park owner's site licence. A copy of the current site licence is displayed on the office notice board.

3. The Park Home

Only park homes (mobile homes) of proprietary manufacture, that is to say not homemade, which conform to the statutory definition of a caravan contained in the relevant legislation, are permitted on the park.

4. The Condition of the Park Home

Homes must be kept in a sound state of repair and the outside of the home maintained in a clean and tidy condition. The external decoration and colour must not be changed without the consent of the park owner and must be kept in good order.

Park homes must be maintained at all times in a suitable condition so that they can be moved from one pitch on the park to another. They must not be allowed to get into such a dilapidated state as to prevent this.

Building works, external alteration of, or addition to the home, except any repairs or maintenance, are not permitted without the prior written permission from the park owner (which will not be withheld unreasonably).

It is requested that large areas of slabbing around homes are avoided to prevent excess water running onto roads and that shingle be used instead to allow for drainage.

If external contractors are to be employed to carry out any work to the home you must ensure that they are competent to do the work proposed by you in order to maintain a safe environment on the park. It is advisable to use persons with knowledge of the structure of a mobile home.

5. Condition of the Pitch

Park home owners must maintain their pitch, including any outbuildings, belonging to or enjoyed with the pitch, in a clean and tidy condition.

The underneath of a pitch includes the garden area surrounding the park home and includes the land upon which the park home is sited.

Public places and paths should not be littered in any way.

Private gardens, where permitted, must be kept neat and tidy. Fences or other means of enclosure are not allowed without the approval of the park owner (which will not be unreasonably withheld).

Park home owners must not, without prior written consent of the park owner (which will not be withheld unreasonably) carry out any of the following:

- a) building works to the park home or pitch except to the extent necessary to carry out any repairs or maintenance
- b) paving or hard landscaping, including the formation of a pond or wall
- c) planting, felling, lopping, topping or pruning of any trees, or

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d) the erection of any pole, mast, wire, dish or communications receiving equipment

External fires, including incinerators, are not allowed.

Park home owners must keep any footpaths on the pitch in a good and safe state of repair and condition.

No inflammable or explosive substances must be kept on the park home owner's pitch. All types of fuel storage, protection and screening must be approved by the park owner before purchase or construction and be capable of removal by the park home owner on vacation of the pitch.

Sheds, Porches, decking

Porches, sheds, outbuildings, fences, or any other structures are only permitted with the prior written consent of the park owner (which will not be withheld unreasonably) and where permitted must be of a design, size and standard approved by the owner, and must be maintained in good repair and appearance. Boundary fences or hedges are the responsibility of the park. Fences between homes are the responsibility of the residents who own those homes and the cost of replacing them must be met by those residents.

Only one storage shed is permitted on each pitch. The design, size and standard of the shed must be approved by the park owner, in writing, and so positioned as to comply with the park's site licence conditions.

6. Refuse

The park home owner is responsible for the disposal of all household, recyclable and garden waste in approved containers through the local authority service. Containers must not be over-filled and must be placed in the approved position for the local authority's regular collections.

The deposit of any refuse or unroadworthy vehicles on any part of the park owner's land is strictly prohibited.

7. Commercial Activities

No commercial enterprise or business activities may take place on the park. Business activity also includes the overhaul and repair of vehicles, mobile retaining vans. e.g. grocery, fast food etc.

8.Liability and Insurance

The park owner, park employees and agents are not liable for actions resulting in death or injury unless arising from their own negligence or other breach of duty.

If the park home owner is in breach of his/her Agreement, and as a result the park owner incurs costs, the park home owner must pay all reasonable costs resulting in claims, charges and expenses reasonably incurred in relation to the breach of the agreement.

Park home owners must insure and keep the park home insured with an organisation that is registered with the Financial Services Authority against loss or damage by fire and liabilities to other people or property.

Park home owners must produce a copy of the insurance policy to the park owner upon request, together with any evidence that the site owner may reasonably request as proof of insurance.

9.Nuisance

Park home owners must not do, or allow to be done, anything on the park which may:

- a) be or become a nuisance to or cause annoyance, inconvenience, harassment or disturbance to the park owner, neighbour, or anyone else who lives on or uses the park
- b) cause damage to any property belonging to the park owner or anyone else, or to any adjoining or neighbouring property and must not use or permit the park home to be used for illegal or immoral purposes
- c) be a criminal offence

Park home owners will at all times be responsible for the behaviour of their visitors. Visiting children must not be permitted to play around any public

building, or the car parks or in the area at the entrance to the park and must not cause a nuisance to other residents.

Musical instruments, CD players, radios, other appliances and motor vehicles must not be used to cause nuisance to others, especially between the hours of 10.30 p.m. and 8 a.m.

10.Pets

No resident may bring a pet onto the park without seeking the written permission of the park owner.

No large dogs, or more than one pet per home will be allowed.

Dogs must be kept on leads at ALL times and must not be exercised on the park, allowed to despoil the park or be a nuisance to anyone.

No pet may be replaced without the consent of the park owner.

No visiting dogs may stay overnight on the park.

11.Water/Electricity/Gas

The park home owner must not permit waste water to be discharged into the ground.

Fire hoses must be used only in cases of emergency and must not be used to water gardens

All external water pipes must be lagged by the park home owner against potential frost damage; the park home owner will be liable for any loss of water due to their failure to do so, or from any other failure on the section of the water service for which the park home owner is responsible, i.e. from the ground upwards.

The park home owner is responsible for the sewerage, gas and electric connection from ground level upwards.

Park home owners are responsible for ensuring that electrical, oil and gas installations comply at all times with the requirements of the relevant legislation.

Park home owners are required to ensure the safety of all gas and electrical installations fitted to the park home. It is recommended that all work on gas, electricity and water systems be carried out by suitably qualified, competent persons.

All park home owners must check their electrical supply before installing electrical equipment which might overload the system. Park home owners will be charged for any damage incurred as a result of overloading the system.

12.Occupants of the Park

The park home owner must not permit a greater number of persons to live in or occupy the park home than the maximum number specified in the Written Statement.

The park home must not be hired and accommodation must not be rented to paying guests.

There must be no subletting or parting with possession of the whole or part of the park home or pitch.

No persons under the age of 50 may reside on the park.

Reasonable notice of intention to sell or assign the park home must be given to the park owner. Not less than 28 days notice will be accepted as reasonable.

13.Vacant Pitches

Access is not permitted to vacant pitches. Building materials, equipment and/or plant must be left undisturbed.

14.Vehicles

All vehicles must be driven carefully on the park and not exceed the displayed speed limit.

Parking is not permitted on roads, grass verges or in the gardens.

Park home owners and other permitted entrants may bring vehicles onto the park. The park owner will not be liable for any theft or damage unless arising from their own negligence or other breach of duty.

8/9.

Vehicles must keep to authorized parking spaces.

Park home owners with more than one vehicle and visitors may be obliged to park their vehicles off the park.

All vehicles must be taxed and insured as required by law (Road Traffic Acts) and be in running order.

All drivers on the park must hold a current driving licence for the category of vehicle driven on the park.

Disused/unroadworthy vehicles must be removed from the park and the park owner reserves the right to remove any vehicle which is apparently abandoned, without consent of the vehicle owner.

No major repairs may be permitted on the park owner's land. Motor oils and other fuels of that nature must not be discharged into the drains or onto the roads or car parks.

Commercial vehicles of any size may only be parked on the park with the prior written permission of the park owner.

Entrances or buildings belonging to the park must be kept clear at all times. Roads must not be blocked by vehicles of any kind.

No more than one car is permitted per home.

15.Fire Precautions

All park homes must be equipped with a fire extinguisher/blanket which conforms to the requirements of the Fire Officer. It is recommended that the fire extinguishers should be of the dry powder type not less than 1kg capacity. Please note that other types of extinguisher can be dangerous in confined spaces.

Park home chimneys/flues must be kept in good repair.

16.Miscellaneous

The erection of any pole, mast wire, dish or other communications receiving equipment may only be carried out with the prior written consent of the park

owner, and the park home owner must have suitable public liability insurance cover.

Within 28 days of an Agreement coming to an end (however this may occur) when the home will be removed from the park, Wilson Leisure Ltd. will undertake the work at the park home owners expense.

Guns, firearms or other offensive weapons of any description must not be used on the park and must only be kept with a licence from the appropriate police authority and the written consent of the park owner.

It is forbidden to interfere with or to disturb any trees, shrubs etc on the park. All our trees have a tree preservation order on them and are annually checked by Exeter City Council.



PENNY HARDICK

DIRECTOR WILSON LEISURE LTD

9/9/20

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