

APPENDIX A



**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982
SECTION 3 AND SCHEDULE 4**

APPLICATION FOR CONSENT TO ENGAGE IN STREET TRADING

NOTES: (a) Consent may be granted for any period up to 12 months. please indicate the period for which consent is initially required: Tick Box

3 months 6 months 9 months 12 months

(b) **An application for consent must be accompanied by the Part A administration fee as stated on Exeter City Council website.**

(c) The completed form supporting documents and fee must be returned to the Licensing Office

I enclose the **fee of £400** * (call 01392 265702 to pay) representing the **Part A fee**

(Please note in the event that this application is not successful the Part A fee is not refunded)

1	Applicant NAME [REDACTED]
2	Business NAME Exe Valley Pizza Co.
3	ADDRESS [REDACTED]
4	DATE OF BIRTH [REDACTED] TEL NO [REDACTED]
5	EMAIL ADDRESS [REDACTED]
	Right to Work – Home Office Share Code N/A If no British Passport
6	<p>TYPE OF TRADING (explain in detail what you want to sale)</p> <p>Handmade artisan pizza, cooked in a gas powered oven using locally sourced ingredients. Soft drinks. Ice cream / gelato in summer.</p> <p>Also - If a food trading business:</p> <p>(a) Where is food prepared? Give details of any pre prepared aspects (i.e. prepared at home and taken to the stall) and what will be prepared on the stall.</p> <p>Food is prepared in our specially converted dedicated prep space at our home address. This space holds a 5 star food hygiene rating with Mid Devon Council, and we have decade-long record of 5 star compliance when inspected.</p> <p>(b) Where is food stored? Overnight and during trading – give details.</p> <p>During trading – in a fridge on the van. Overnight – at our registered prep kitchen as above.</p>

(c) What type of packaging/cutlery is to be used? – give details

Recyclable cardboard pizza boxes.

(d) What means of collecting and disposing of litter is to be used? – give details.

Recycling bin by stall.

Note: You must have a Business Trade Waste Transfer Note. We have a pre-existing waste transfer note with Mid Devon Council (attached).

(e) Please state all qualifications held that relate to the food business. You and any other person working on the stall must have Food Safety certificate at Level 2. **Please attach all certificates to this application.**

Food safety certificate level 2 held.

(f) Where will the mobile catering unit be kept overnight?

At our home address as above

(g) Are you registered as a food business – and with which authority? Give your registration details and last assessment date and outcome. You must be registered with Exeter City Council or other Council and have a rating score. **Please attach to this application.**

Registered with [REDACTED]

(h) You must have Public Liability Insurance – **please attach to this application.**

Attached

7 **PRECISE LOCATION OF TRADING:**

Note: Identify the **exact site requested**; You are required to submit a plan of the area requested, identifying street names and the pitch you are seeking consent for, including a photograph if possible. What3words map is acceptable. Explain how the highway and pedestrian routes will be kept unobstructed and safe. Explain how your stall will not cause any nuisance or annoyance to any neighbours.

Castle Street Pitch – replacing [REDACTED]. Parked against the wall by Pret, as per the evening burger van – see plan attached.

8	<p>Size of stall: You should detail the exact type, size and construction of stall. Also describe how the stall will be fuelled. i.e. what will you use for energy? If you will be using a generator, please state it's make and model.</p> <p>Stall - Professionally converted van (Renault Master). 5.69m long, by 2.08m. Euro 6 rated.</p> <p>Generator – (if used) or fuel type. Electric battery storage and solar panel set up to help meet the Council's net zero target.</p> <p>A photograph or picture of the stall to be used must be provided with the application. Attached to email with application.</p> <p>Generator or fuel to be used. (Please attach any safety check certificates held i.e. gas safe electrical safety test cert) Electric battery unit to be used. This pizza van is under construction – gas and electrical certificates to be provided once completed.</p>
9	<p>If you intend to trade from a vehicle, please give details below. Must meet Euro 6 or ULEV</p> <p>Vehicle is currently being sourced (Renault Master) to replace a broken van. It will meet Euro 6 standards, and have an up to date MOT. Documents to follow once vehicle is sourced. Photo of design attached.</p> <p>Attach a recent copy (last 3 months) MOT, copy of insurance and V5. Photos must be clear and easy to read.</p>

10	<p>Days and hours of trading requested – complete for each day.</p> <p style="text-align: center;">Hours of Trading</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Monday – 11am – 6pm</td></tr> <tr><td>Tuesday – 11am – 6pm</td></tr> <tr><td>Wednesday – 11am – 6pm</td></tr> <tr><td>Thursday – 11am – 6pm</td></tr> <tr><td>Friday – 11am – 6pm</td></tr> <tr><td>Saturday – 11am – 6pm</td></tr> <tr><td>Sunday – 11am – 6pm</td></tr> <tr><td> </td></tr> </table>	Monday – 11am – 6pm	Tuesday – 11am – 6pm	Wednesday – 11am – 6pm	Thursday – 11am – 6pm	Friday – 11am – 6pm	Saturday – 11am – 6pm	Sunday – 11am – 6pm	
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12	<p>Have you ever been convicted of a criminal offence other than those spent convictions as defined in the Rehabilitation of Offenders Act 1974?</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">YES</td> <td style="text-align: center;">NO</td> </tr> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;">x</td> </tr> </table> <p>If the answer is yes, please give particulars below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">DATE</th> <th style="width: 25%;">COURT</th> <th style="width: 25%;">OFFENCE</th> <th style="width: 25%;">RESULT</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	YES	NO		x	DATE	COURT	OFFENCE	RESULT												
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We require a recent (last 3 months) Basic DBS – Please submit with application.

13	If consent has been previously issued by ECC please state date of issue

14	If you intend to employ staff to work on the unit please state names, ages, addresses and contact telephone numbers. Please note we will need a head photo of all people who will work on the stall/unit	
	Name, age, address	Phone number
	Not currently – will update council with necessary info if this changes.	

Signed J Clarke.....Date 2/2/26

FOR OFFICE USE ONLY	
DATE FEE RECEIVED:	RECEIPT NO.
DATE CIRCULATED:	LAST DATE FOR REPS:
CONSENT GRANTED / REFUSED	

Appl-Consent Street Trading

Check List – Required for Application. Please ensure all the below are also submitted with the application.

1. Basic DBS – within the last 3 months x
2. Clear head photo of applicant and any other workers with names on back
3. Photo identification i.e. driving licence or passport.
4. Right to Work evidence i.e. Passport or Home Office Share Code
5. Site plan – where you wish to trade.
6. Photo of trailer/stall/van etc. x
7. Photo of generator (no petrol or diesel) or fuel to be used. x
8. Gas certificate, electrical safety check certificate – Unit under construction
9. Business Trade Waste Transfer note
10. Public Liability (£5000,000) certificate x
11. MOT, Insurance and V5 if using a vehicle. Unit being purchased
12. L2 food safety award certificates held by applicant and any other workers. x

Please note your application will be assessed in relation to the following attached Matrix.

Once all the relevant information is received and the application is assessed we will write a report for sub-committee. Your application will be put forward for the next available sub-committee date and you will be invited to attend to discuss your application. The sub-committee will determine if your application is successful.