

**STIRLING COUNCIL
Environment & Place
Network Management
Endrick House
Kerse Road
Stirling
FK7 7SN**

Tel 01786 404040

**STREET CAFÉ APPLICATION
Roads (Scotland) Act 1984 – Section 59**

**For permission to Occupy the Public footway in connection with
Siting and Operation of a Street Café.**



I/we hereby make application for authorisation / renewal* of use of the road in connection with the provision of siting and Operating a Street Café (*delete as appropriate)

1. Applicant

Name	Telephone
Address	Mobile
	Email
Postcode	Fax

In the case of a limited liability company, the name of the company and the address of the registered office must be given

Company Name	
Registered Address	Telephone
	Email
Postcode	Fax

2. Site Location

Name of Premises	
Address	Telephone
Postcode	

3. Site dimensions (new applications only)

Dimensions of area of footway to be occupied	Width
	Depth
A sketch plan should accompany this application	

4. Furniture

Please provide the number of tables and chairs to be sited	Tables
	Chairs
Please provide illustrations/photographs of furniture which you intend to use within the proposed area. Furniture should be of a stylish design, made to a high standard and of quality materials. (new applications only)	

5. Hours of Operation

Hours during which proposed area will be in use

6. Fee Payable

Initial Fee £230

Annual Fee £77

7. Declaration

I/We hereby declare that the information given is correct to the best of my/our knowledge

Signed

Date

Please print name

Name of company (if applicable)

Company Position (if applicable)

For Official Use Only

Ref No.	Received:
Payment:	Permission Granted:

NOTES FOR APPLICANTS

1. Applications should be completed and returned together with the fee to Stirling Council, Environment & Place, Network Management, Endrick House, Kerse Road, Stirling, FK7 7SN as soon as possible. If you have any enquiries about any aspect of your application, please call Network Management on 01786 404040.
2. Submission of an application will not necessarily imply that consent will be granted.
3. Applicants who are successful will be notified within four weeks of the date of receipt of the application.
4. All applicants will have to adhere to the terms and conditions set out by Stirling Council.
5. A copy of the conditions are attached to the application for your information.
6. Renewal of consent, on an annual basis, will be subject amongst other factors to the applicants performance and management of the designated Street Café area during the previous consent.
7. An initial fee of £230 will be charged by Environment & Place for each consent application to cover the cost of site inspection, processing of Applications, preparing plan, site marking and administration.
8. For each year thereafter an annual fee of £77 will then be charged to cover cost of inspection and administration.

STREET CAFÉ REQUIREMENTS

1. Consent granted will be for a defined location, occupying a specific area, which must not be exceeded. Tables and chairs must be kept within this area.
2. Consent is granted for the position as marked out by the approved Council Officer in the presence of the applicant only, and tables, chairs and boundary markings must be kept within this area resulting in a minimum of 2m clearance being left on the footway for pedestrians to pass the street cafe. Visibility sightlines must not be obstructed at road junctions, accesses, pedestrian crossing points, and the like.
3. Proprietors require approval for any boundary markings, no paint markings or permanent fitting will be permitted and boundary apparatus must be removed daily.
4. Street furniture style, canopies and displays must have approval from the Council.
5. This consent covers the placement of **One** A-Board within the defined area. The sign must not exceed 1.0m in height and 0.75m in width.
6. This consent does not cover the placement of A-Boards or other items relating to your business out side the area covered by this permit. Placement of A-Boards out with the agreed Café boundary is not permitted and may result in your permit being suspended/terminated.
7. Tables and chairs must not be placed out on the public footway before 10.30am Mondays to Saturdays or before 12.30pm on Sundays. All furniture, including A-Boards, must be removed by 9.00pm each evening and service to the area must stop well in advance to allow time for clearing the site.
8. It is the responsibility of the proprietor to keep the area clean and free from litter at all times. The area must be swept/cleansed when required on a daily basis and after removal of the tables, chairs and barriers at the end of each day. All waste/litter must be disposed of in an appropriate manner. Waste bins will not be permitted within the designated area.
9. There must be no obstruction to any fire exits.
10. Access to any public utility plant or fire hydrant must be made available when required. It may be necessary to suspend consent for the street cafe if public utility or road works are to be carried out in the area.
11. No music or public address system, amplified or otherwise will be permitted.
12. The proprietor shall indemnify the Council as Roads Authority from and against all actions, claims, demands, costs, charges, losses and expenses which may be brought or made against them or incurred by them in the occupation of the road granted under the consent.
13. If the premises hold a current liquor license from the Licensing Board and wish alcohol to be provided as part of the street cafe service then an application must be made to the Licensing Section separately.
14. The street café shall be operated by waiter/waitress service only.
15. Any Authorised Officer of Stirling Council or Central Scotland Police can suspend or terminate the consent at any time.