

RICHMONDSHIRE WELCOMES THE WORLD

26 and 29 September 2019

Temporary Caravan or Camping Site

Do I need planning permission to...

...set up a temporary campsite?

To set up a campsite for a temporary period of not more than 28 days in any calendar year, you do not need planning permission or a licence - as long as you follow the information in this leaflet.

...set up a temporary caravan or campervan site?

Contact Richmondshire District Council's planning department to discuss your proposals.



Do I need permission to sell alcohol?

You will need to apply for a Temporary Events Notice or Premises Licence if you are intending to sell alcohol or run a bar. Richmondshire District Council can advise you about this - and other licensable activities.

#yorkshire2019



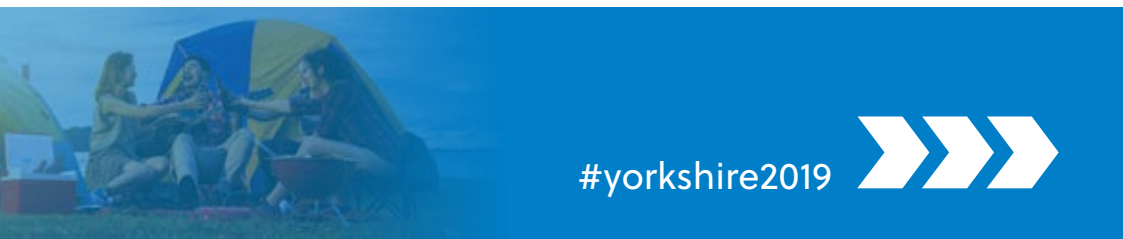


Think about the land you want to use as a camping or caravan site. Make sure:

- the site is not within the grounds of a building (if it is, please contact Richmondshire District Council planners)
- if the land is designated for conservation importance (SSSI, SAC, SPA) or in an agri-environment scheme agreement (ELS or HLS) you contact your Natural England Land Management Adviser for 'derogation'
- once the event is over, the land can be returned to the same condition as it was before camping or caravanning took place.
- the land has suitable drainage and is not in a location known to flood
- you own or have permission to use the land
- the land has been clear of livestock for at least four weeks prior to the opening of the site to reduce the risk of infections such as E.coli 0157 - if possible use fields which have recently been cut for silage.

Also consider:

- road access, especially if the site is on the route of the race - is likely to be severely limited
- safe access in and out of the site for cars and pedestrians
- access for emergency vehicles
- food safety regulations if you are planning to sell food and drink - the district council can advise
- whether you have adequate Public Liability Insurance
- undertaking a risk assessment of the site to identify and remedy any health and safety issues





- what measures you can take to prevent crime or noise nuisance
- ensuring those neighbouring the site are aware of your plans
- private water supplies may need to be tested and local residents informed.

Organise:

- site layout
- fire safety
- toilets and washing
- water supply
- electrical and LPG safety
- refuse

Site Layout

- Plan the layout in advance so you know how many units you can safely accommodate and stick to it - a unit could be a tent, caravan, motorhome or campervan.
- Each pitch must be at least 6m apart. Allow for some pitches to be larger than others to accommodate larger units and family groups - units in family groups on the same pitch must still be at least 3m apart.
- Decide whether vehicles will be allowed alongside tents or left in a designated car park. If cars are allowed alongside tents make sure you can still keep a clear 3m gap between pitches.
- Keep all pitches 3m from the site boundary.
- Plan how you will deal with wet or muddy conditions - sacking, straw for walkways, temporary boarding for vehicle areas.





Fire Safety

- Stick to the separation distances you've planned in your layout.
- Provide appropriate fire fighting equipment. Make sure you have read and followed the advice in the Fire Safety Advice: Setting Up A Temporary Campsite and Staying Safe Outdoors leaflets
- visit northyorksfire.gov.uk for further information.
- Make sure fire fighting equipment is obvious and accessible.
- Make sure there are instructions on what to do if there is a fire.
- Make sure there is a means of alerting other campers of the fire - a gong or air horn.
- Plan how the site could be evacuated.
- Provide stones or non combustible stands for BBQs and stoves to reduce the risk of vegetation catching fire.
- Do not allow cooking in tents, which also presents a risk of carbon monoxide poisoning.



Toilets and Washing

- Make sure you have sufficient potable water for drinking, cooking, washing.
- It is recommended you provide at least one WC, one urinal and one wash hand basin for males; and two WC and two wash hand basins for females per 30 pitches.
- Provide additional sinks for washing up - one per 30 pitches.
- If you provide showers, provide them at one per 30 pitches.



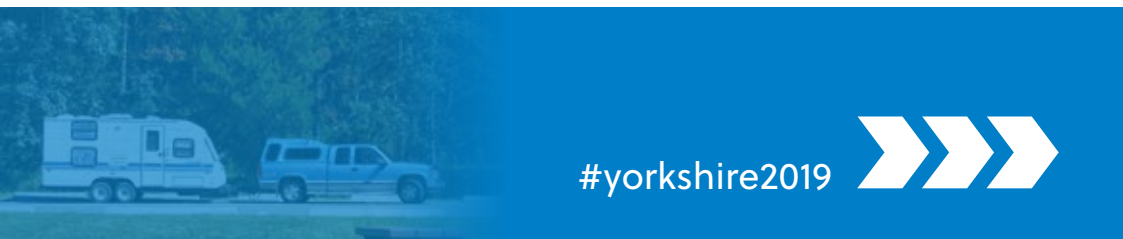


- Plan how and when you will clean the facilities
- If you are hiring portable units organise well in advance. Check with the supplier how often contained units will need to be emptied and organise how that can happen before, during and after the event.
- If portable units or chemical toilets will be connected to, or emptied into, existing drainage make sure it will be able to cope with the additional quantity and chemicals. Plan how campers will access disposal points to empty chemical toilets. Some chemicals can interfere with the action of septic tanks. Consider arranging for tanks to be emptied and reseeded after the event.
- If existing drainage connects to mains drainage contact your local water authority for advice. If it connects to a septic tank or package treatment plant which outfalls to a watercourse contact the Environment Agency for advice.
- If the site is on a private water supply - spring or borehole - contact Richmondshire District Council for advice.

Electrical and LPG Safety

- Make sure all electrical installations accessible to campers are in a safe condition.
- Any new installations provided for the site must be installed by a competent electrician and must be appropriate to their use - external electrical equipment must be safe for all weather conditions.
- If the site has overhead electric cables or electric fences which cannot be turned off, display warning notices.

If you are considering supplying or storing LPG you must comply with relevant legislation. Guidance on the requirements can be found at [hse.gov.uk](https://www.hse.gov.uk) or from your LPG supplier.





Refuse

- Arrange additional bins for waste. A typical 1100 litre bin holds 20 black sacks.
- Encourage recycling.
- Refuse cannot be taken to local tip as must be an authorised carrier so don't forget to arrange for collections after the event.



Help for Campers

Make the following information available:

- the name and address of the site
- how to contact emergency services
- location of nearest public phone
- display site notes
- emergency details for the site.

Site Information and Rules

Name and Address of Site.....

In case of emergency contact 999

The nearest telephone is at.....

The nearest hospital is at.....

Please use the stones/..... provided for BBQs and Stoves and do not light campfires - this is to control the risk of Fire spread.





Please do not release fireworks or sky lanterns.

Please do not take any BBQ/cooking equipment into tents or caravans - this may lead to carbon monoxide poisoning. Carbon monoxide fumes from BBQs are invisible, odourless, and lethal. Even if you think it's safe, and the flames have died down, don't do it. The smouldering coals may be warm, but they may kill you even with the tent doors open or if it is left in the porch.

Please do not leave valuables on the site.

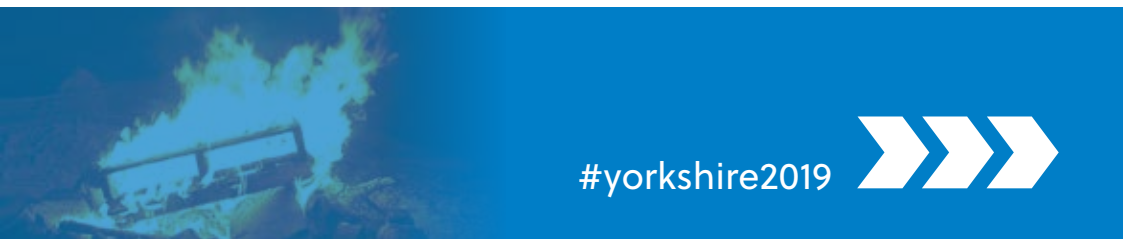
This site has overhead electric cables and.....
contact with these will cause injury/death. Please do not fly kites.

This site may flood - if you hear the following sound
take the following action.....
.....

On discovering a **fire**:

- ensure the caravan/tent involved is evacuated
- raise the alarm
- call the fire brigade - the nearest telephone is situated at
.....
- only attempt to control 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 the fire fighting equipment.





For more information please contact:



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