

Business and Planning Act 2020 (as amended)

APPLICATION FOR PAVEMENT LICENCE

The completed application form together with the required documents and fee must be sent to;

The London Borough of Newham
Highways and Sustainable Transport
Network Management
Newham Dockside
1000 Dockside Road
London
E16 2QU

Skipsand.Scaffolding@newham.gov.uk

Part B **must** be displayed to the public at the premises upon application, for 14 days

1. Where do you want the pavement licence to apply:

Address of Licence:

419-421 Barking Road, London E6 2JX

Business Name of premises:

Millers Well

The application is for:

(enter quantity) 8 Tables and 24 Chairs, for the purposes of serving food
and drink.

Details of Any other equipment being considered

Please see the plan

2. Is the land to be used owned or maintained by

- Newham Council as the Highway Authority:
- Network Rail
- Transport for London (TfL) or any of its subsidiaries

☒
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☐

3 What is the:

- The width of the land that you wish to use: 2.8 metres
- The depth of the land that you wish to use: 13 metres
- Total area of the land that you wish to use : 36.4 square metres

2. Applicant Details

First name: Millers Well Ltd company number (14651136)

Family/ Surname

Address: 419-421 Barking Road, London E6 2JX

Business Address *(if different from above)*:

Date of Birth:

Main contact Telephone number: 02084718404

Mobile Number: [REDACTED]

Email address: info@millerswell.co.uk

Company name: *(if applicable)*: Millers Well Ltd

Registered Office: *(if applicable)*

419-421 Barking Road, London E6 2JX

Principle Trading address: *(if applicable)*:

419-421 Barking Road, London E6 2JX

Registration number: *(if applicable)*

14651136

3. Application Details:

3.1 Who will you appoint to be in charge of the area used for the tables and chairs
(e.g. manager of premises)

[REDACTED]

3.1. On what days and during what times do you want to put the tables and chairs on the land (use 24 hour clock):

Day	Start	Finish
Mon	08:00	21:00
Tues	08:00	21:00
Weds	08:00	21:00
Thurs	08:00	21:00
Fri	08:00	21:00
Sat	08:00	21:00
Sun	08:00	21:00

Note: The Council has a standard condition that the hours of operation may only be between **09.00 to 22.00 hours** on Monday to Sunday. The Council will only be prepared to extend those hours in exceptional circumstances. If you wish to trade before 09.00 hours or after 22.00 hours, please give details of the hours and full reasons below:

Proposed conditions are attached

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.....

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The Network Management Team reserves the right to restrict times of operation in the interests of the public.

- 3.3 Permissions are normally granted for a 6 month period (renewable subject to payment)
- 3.4 Give a brief description of the types of chairs, tables and barriers that will be used on the Highway including the numbers and what they are made of and their colours.
- 3.5 Give details of the toilet and hygiene facilities that will be provide for persons using the area, including the location of the facilities and their numbers.
- 3.6 What provision you have made for smoking and non-smoking areas for seating
- 3.7 Give details of the steps that you will be taking to ensure that the use of the highway does not cause a public nuisance to either nearby residents/businesses or passers-by. This should include preventative measures to stop noise nuisance that may be caused by patrons using the premises or arriving at or leaving the premises in particular at night.
- 3.8 Give details of the steps that you will be taking to ensure that the use of the highway does not cause or attract anti-social behaviour, crime or disorder in the vicinity (e.g. groups of people attracted by the operation gathering immediately outside the land and causing problems).
- 3.9. What arrangements will be made for the regular collection of any litter or other rubbish in the vicinity of the area that have been caused by the business?
- 3.10 How often will the tables and the land be cleaned of plates, drinking vessels and other utensils, waste, rubbish etc.?
- 3.11 What arrangements will be made for the storage and collection of any litter, waste, rubbish etc.?
- 3.12 What, if any arrangements or measures have you considered/put in place to reduce the risk to customers from vehicle incursions and social distancing?

3.13 Please give any other information which you believe will be of assistance to the Council in its consideration of the application

3.14 Please supply a plan clearly showing the proposed area covered by the licence in relation to the highway, if not to scale, with measurements clearly shown. The plan must show the positions and number of the proposed tables and chairs, together with any other items that the applicant wishes to place on the highway. The plan shall include clear measurements of, for example, pathway width/length, building width and any other fixed item in the proposed area.

3.15 A risk assessment demonstrating how the applicant will manage social distancing and the conflict between pedestrians using the footway, those using the tables and those queuing to access the premises.

4 Counter Terrorism Model Security Considerations:

4.1 The pavement license holder will need to ensure that the management team of the business to which the pavement license is attached; register and successfully complete the nationally recognised counter terrorism training product referred to as ACT E Learning within 10 days of the notification of the grant of the Pavement License OR can demonstrate that the ACT E Learning product has successfully been completed within the preceding 12 months and that all staff employed by OR at the premises complete the ACT E Learning within a reasonable period not exceeding 3 months from the notification of the grant of the Pavement license. (Act E Learning certificates are provided on successful on-line completion).

4.2 The Pavement License holder will need to ensure that existing CCTV systems are correctly working, are compliant with the Data Protection Act 1998, Information Commissioners requirements and any other local CCTV Code of Conduct produced by the Police or Local Authority. Imagery must be retained for at least 28 days and images produced to a Police Officer or Local Authority Enforcement Officer upon reasonable request. Faults which render the CCTV system or parts of it inoperable should normally be rectified within 24 hours.

Documents etc. to be submitted with this application form:

I have enclosed the following documents etc. with this application form	State Yes or No	
The fee (this can be paid by Credit/Debit card by calling 020 3373 1463)	Yes	<input checked="" type="radio"/>
Plans in accordance with number 3.2(a) and (b) of the Rules Governing Applications	Yes	<input checked="" type="radio"/>
Proof of any Public Liability insurance	Yes	<input checked="" type="radio"/>
Photographic evidence of placement of notice in Part B. showing prominent location in premises window and overview of location in relation to premises as a whole showing Part B form displayed.	Yes	<input checked="" type="radio"/>

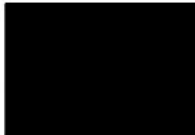
Declaration of Applicant

1. I hereby declare that:

- a) I have read the Councils:
 - Rules Governing Applications
 - Standard Conditions
 - Guidelines For Determination of Applications
- b) I am aware that 'tacit approval' does not apply to this application
- c) The details contained in this application and any attached documents are correct to the best of my knowledge and belief.

2. I/we hereby further declare that I/we shall indemnify and save harmless the Council of the London Borough of Newham against any claim in respect of injury, damage or loss arising out of the grant of the permission that is not attributable to the negligence of the Council

Signed:



Print Name



Dated

04-04-2025



CUSTOMER AREA

MAIN ENTRANCE

MAIN ENTRANCE

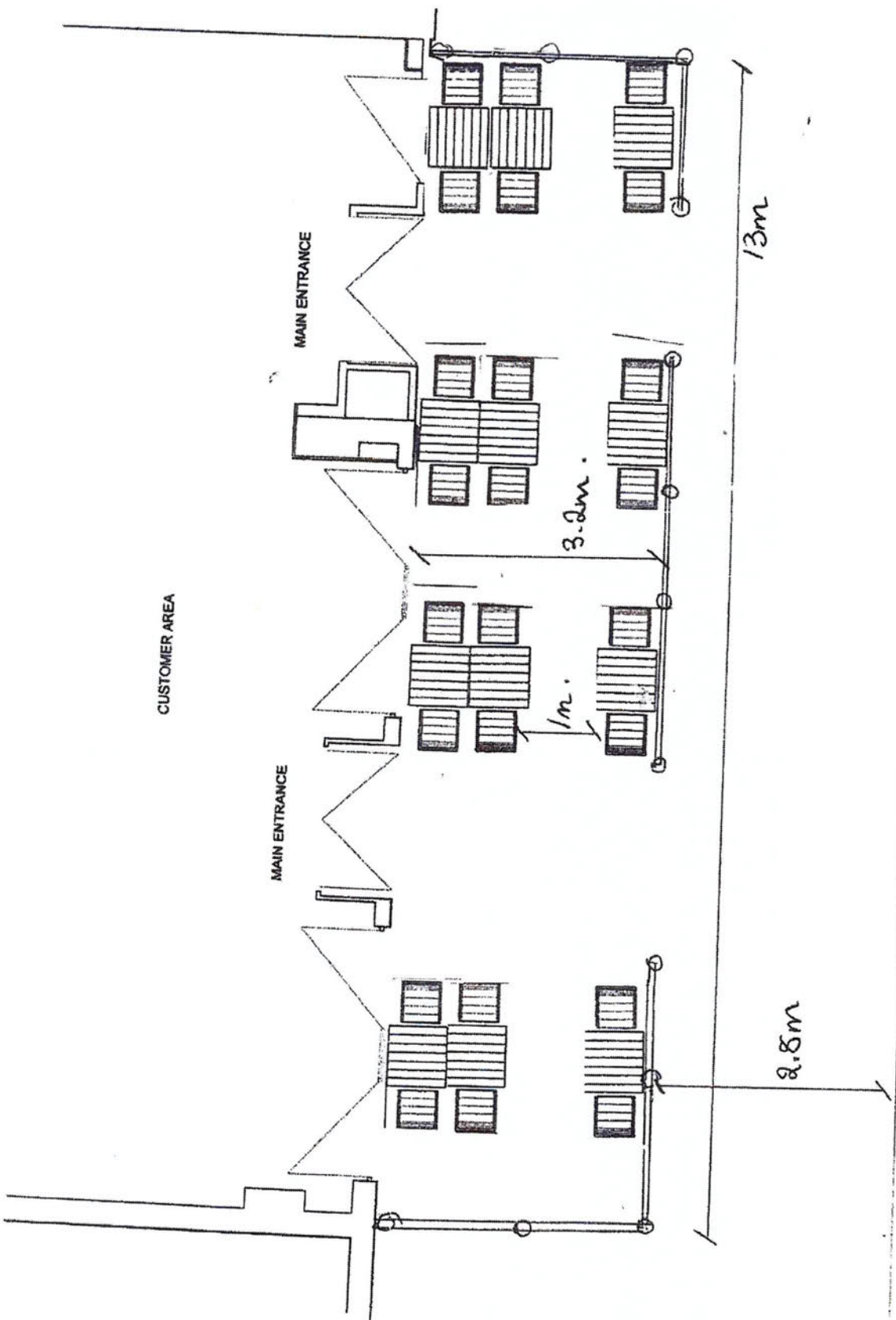
3.2m

1m

13m

2.5m

BAKING ROAD



PROPOSED CONDITIONS FOR PAVEMENT LICENCE

MILLERS WELL, 419-421 BARKING ROAD, EAST HAM, LONDON E6 2JX

The following conditions are proposed:

1. Permission to operate a pavement licence does not imply an exclusive right to the area of public highway. The licence holder must be aware that Newham Council and others (e.g. police, highways authority, statutory undertakers) will need access at various times (including emergencies) for maintenance, installation, special events, improvements etc. or any other reasonable cause and it is a condition of this licence to provide such access. This may mean that the pavement licence will need to cease operating and/or be removed for a period of time. On these occasions there would be no compensation for loss of business.
2. The licence holder must hold Public Liability Insurance for the operation of the Pavement Licence. This must indemnify the London Borough of Newham Council against all claims for injury, damage or loss to users of the public highway, arising from the use of the highway for the permitted purpose. The minimum level of indemnity must be £10 million in respect of any one incident. Evidence of the insurance must be provided to Newham Council on request.
3. Tables and chairs must not be placed in position outside of the permitted times stated on the licence. When the licence is not in use, all tables and chairs and other furniture must be stored securely inside a premises away from the highway.
4. Newham Council are empowered following the service of the appropriate statutory notice, to remove and store or dispose of furniture from the highway, at the cost of the licensee, if it is left there outside the permitted hours, or should any conditions of the licence be ignored. The Council will not be responsible for its safekeeping.
5. An unimpeded pedestrian route must be maintained at all times for people wishing to use the footway as per the National Licence Conditions.
6. The method of marking the boundary of the licensed area must be agreed between the licence holder and the Network Management Team. Whatever method is agreed a 2 metre clear walkway must be maintained for the use of pedestrians.

7. Emergency routes to the premises and adjacent buildings must not be obstructed by the Pavement Licence, which should not, unless otherwise agreed, extend beyond the width of the premises frontage.
8. Tables and chairs should be of an approved type and should be kept in a good state of repair. Furniture should be placed so as not to obstruct driver's sightlines, or road traffic signs. Placement of tables and chairs must allow pedestrians to use the footway parallel to the frontage of the premises. Care should be taken in the use of hanging baskets, awnings, protruding umbrellas etc. Alternative items may not be used without first seeking the written authority of the Council. Patio heaters must not be used.
9. All potential obstructions must be removed from the public highway when the premises are closed to prevent a safety hazard to pedestrians, particularly during the hours of darkness.
10. The licensee should ensure that the area operates in a safe and orderly manner, thereby ensuring that any safety risk or nuisance to customers, other users of the public highway or any adjacent land or premises, is minimised.
11. The operation of the area must not interfere with highway drainage arrangements
12. During the hours of darkness, suitable and sufficient lighting must be provided to ensure safe use of the area. Any proposals to provide additional lighting to the licensed areas must be agreed with the Highway Authority.
13. All detritus (food and drink remnants, spillages, bottles, cans, wrappers etc) must be regularly removed from the footway surface to reduce hazards to pedestrians. The licence holder must make arrangements to regularly check for and remove litter and rubbish on pedestrian walkways, left by persons using the premises, for a distance of up to 10 metres from the boundary of the premises. The licence holder must ensure that any tables are cleared in an efficient manner during the hours of operation. The licence holder must ensure the licensed area and surrounding highway is washed down at the completion of each day's usage using a method sufficient to remove food debris, grease and other spillages that may occur.
14. The licence holder is not permitted to affix any fixtures, or make excavations of any kind, to the surface of the highway without prior written approval.

15. The Licensee of a premises not licensed under the Licensing Act 2003 or any modification or re-enactment thereof, must not allow the consumption of alcoholic liquor within the licensed area.
16. The Licensee of a premises licensed under the Licensing Act 2003 or any modification or re-enactment thereof, must not allow the consumption of alcoholic liquor within the premises outside the hours in force for the premises itself.
17. The licence must be displayed on the premises with a plan of the agreed layout of the pavement Licence.
18. The licence holder must remove any tables, chairs and other furniture immediately at the end of the licence period or on revocation of the licence.

These proposed conditions should be read in conjunction with any mandatory national conditions concerning pavement licences, if the premises is licenced under the Licensing Act 2003, any relevant conditions attached to the premises licence, the latest government requirements concerning coronavirus and social distancing and any other relevant requirement of the Business and Planning Act 2020.

The licence holder is responsible for ensuring that the conditions of the licence and any other necessary permissions and regulations are adhered to. The Licence holder is to use the highway solely for the purpose of the licence in line with the provisions of this licence and for no other purpose whatsoever.

Newham Council reserves the right to revoke this licence at any time if any of the above conditions are not complied with.

Part B: Site Notice Template for display by an applicant for a Pavement Licence.

**Sec. 4(1) the Business and Planning Act 2020.(as amended)
Application for a Pavement Licence**

I/We *(insert name)*, Millers Well Ltd

do hereby give notice that on *(date)* 04.04.25 have applied to Newham Borough Council
for a 'Pavement Licence' at:

(postal address of premises)

Millers Well - 419-421 Barking Road , London E6 2JX

known as *(Premises Name)*:

Millers Well

The application is for:

(brief description of application (e.g outdoor seating to the front of the premises for serving of food and drink)

Outdoor seating to the front of the premises (8 tables and 24 chairs)


Any person wishing to make representations to this application may do so by writing,
preferably by email, to:

The London Borough of Newham
Highways and Sustainable Transport
Network Management
Newham Dockside
1000 Dockside Road
London
E16 2QU
Skipsand.Scaffolding@newham.gov.uk

by: 04-04-2025

*(last date for representations being the date 7 days after the date the application is submitted to the local authority
(excluding public holidays))*

The application and information submitted with it can be viewed on the Council's
website at: www.newham.gov.uk/pavementlicence

Signed 

Dated : 04-04-2025

(date the notice was placed which must be the same date as the date of application)