



Bracknell Town Council

Planning [In-person] Tuesday April 29 2025

Dear Councillors,

All Bracknell Town Councillors are summoned to attend this **Planning Committee** in the **Council Chamber** on the **Tuesday April 29 2025** at **18:30 - 19:30**.

Please note that this is a face-to-face meeting and if Councillors attend virtually this will not be counted as attendance and they will not be able to vote.

The meeting is open to the press and the public, who may join either in person or virtually.

Yours sincerely,

Jackie Burgess

Jackie Burgess
Town Clerk

AGENDA

P44 / 2025 - Attendance

1. To receive apologies
2. Substitution
3. Co-options

P45 / 2025 - Declarations of Interest

To receive declarations of interest from Councillors on items on the agenda.

To receive written requests for dispensations for disclosable pecuniary interests (if any).

To grant any requests for dispensation as appropriate

P46 / 2025 - Minutes

☐ To approve as a correct record the minutes of the last meeting held on Tuesday 8th April 2025.

Attachments

[Meeting minutes - 2025-04-08](#)



Bracknell Town Council

Planning [In-person] Tuesday, April 8, 2025

| | |
|-----------|---|
| Date | Tuesday, April 8, 2025 |
| Time | 6:30 PM - 7:30 PM |
| Location | Council Chamber |
| Present | Cllr Janet Cochrane, Cllr Ellen MacHale, Cllr Cath Thompson & Cllr Jenny Penfold. |
| Apologies | Cllr Kwabena Adu-Quaye & Cllr Lucy Young. |
| Virtual | None |
| Officers | Debbie Horton |

Minutes

P33 / ATTENDANCE 2025

1. To receive apologies - Cllr Kwabena Adu-Quaye & Cllr Lucy Young.
2. Substitution - None
3. Co-options - None

P34 / DECLARATIONS OF INTEREST 2025

To receive declarations of interest from Councillors on items on the agenda.

None

To receive written requests for dispensations for disclosable pecuniary interests (if any). **None**

To grant any requests for dispensation as appropriate. **None**

P35 / MINUTES 2025

To approve as a correct record the minutes of the last meeting held on Tuesday 18th March 2025.

The minutes of the meeting held on the 18th March 2025 were approved as a correct record.

P36 / MATTERS ARISING 2025

To discuss any matters arising not discussed elsewhere on the agenda.

None

P37 / TO CONSIDER PLANNING APPLICATIONS RECEIVED 2025

25/00039/FUL Town Centre & The Parks Lovell House, 4 Buttermere Gardens

Proposed erection of porch, part first floor extension/part 2 storey erection of rear single storey extension and extension to the existing detached garage.

No Objection

25/00091/FUL Priestwood & Garth Millgate house, 10 Sherring Close

Proposed single storey attached garage extension.

No Objection

- 25/00139/FUL Bullbrook 2 Waldron Hill**
Proposed single storey side and rear extensions following the demolition of the existing stores.
No Objection
- 25/00140/A Town Centre & The Parks 25 The Avenue**
Proposed internally illuminated letters logo on shopfront.
No Objection
- 25/00142/FUL Harmans Water & Crown Wood 28 Nightingale Crescent**
Proposed single storey side extension and front porch following demolition of existing utility/store.
No Objection
- 25/00155/A Town Centre & The Parks Time Square, Market Street**
Application to fly VE Day 80 flag on an existing pole over period of national celebration.
No Objection
- 25/00153/FUL Hanworth St Margaret Clitherow County Primary School, Pembroke**
Temporary siting of a modular Portakabin for use as classroom.
Observation: B.T. Councillors are concerned about extra traffic flow and control in this already congested cul-de-sac that is a parent and child pedestrian highway.

P38 DECISION NOTICES

**/
2025**

| Application no | Address | BFB Decision | BTC Comments |
|-----------------------|--|-------------------------|--|
| 24/00133/TRTPO | Easthampstead Park, Old Wokingham Road | Withdrawn | Observation: B.T Councillors would prefer to see trees pruned rather than removed but, in this case, depending on the decline of the trees would concur with the tree officer. |
| 24/00573/FUL | 105 Underwood | Approval | No Objection |
| 24/00574/FUL | Greenwood, Larchwood, The Cedars, The Willows, Rowan, Pine Court and The Firs, Wayland Close | Withdrawn | B.T. Councillors recommend refusal on all the Wayland Close applications. 1) The alterations proposed to each of these residential flats are completely out of character for these buildings. B.T.C would like to see the already tired appearance updated/enhanced /improved to match any proposed alterations instead of placing something completely out of character on top of the buildings. 2) Although B.T.C would like to see the flats improved and agree the addition of lifts would be very beneficial to all residents, the proposed elevations of extra floors on the flats would have an adverse impact due to overlooking and loss of privacy on adjacent properties. 3) An overbearing & oppressive impact on neighbouring properties due to the height of the flats. Adding 1 floor would keep the height below surrounding tree |

| | | | |
|----------------|--|-----------|--|
| | | | <p>level and retain the natural appearance of the area; the flats are in a woodland setting and BF Local plan promotes character and context in keeping with the area.</p> <p>4) B.T.C would also like to see a Highways report regarding extra traffic flow in this quiet residential close.</p> |
| 24/00577/PADAS | Greenwood and Larchwood, Wayland Close | Withdrawn | <p>B.T. Councillors recommend refusal on all the Wayland Close applications.</p> <p>1) The alterations proposed to each of these residential flats are completely out of character for these buildings. B.T.C would like to see the already tired appearance updated/enhanced /improved to match any proposed alterations instead of placing something completely out of character on top of the buildings.</p> <p>2) Although B.T.C would like to see the flats improved and agree the addition of lifts would be very beneficial to all residents, the proposed elevations of extra floors on the flats would have an adverse impact due to overlooking and loss of privacy on adjacent properties.</p> <p>3) An overbearing & oppressive impact on neighbouring properties due to the height of the flats. Adding 1 floor would keep the height below surrounding tree level and retain the natural appearance of the area; the flats are in a woodland setting and</p> |

| | | | |
|----------------|--|-----------|---|
| | | | <p>BF Local plan promotes character and context in keeping with the area.</p> <p>4) B.T.C would also like to see a Highways report regarding extra traffic flow in this quiet residential close</p> |
| 24/00578/PADAS | The Firs and The Willows, 14 Wayland Close | Withdrawn | <p>B.T. Councillors recommend refusal on all the Wayland Close applications.</p> <p>1) The alterations proposed to each of these residential flats are completely out of character for these buildings. B.T.C would like to see the already tired appearance updated/enhanced /improved to match any proposed alterations instead of placing something completely out of character on top of the buildings.</p> <p>2) Although B.T.C would like to see the flats improved and agree the addition of lifts would be very beneficial to all residents, the proposed elevations of extra floors on the flats would have an adverse impact due to overlooking and loss of privacy on adjacent properties.</p> <p>3) An overbearing & oppressive impact on neighbouring properties due to the height of the flats. Adding 1 floor would keep the height below surrounding tree level and retain the natural appearance of the area; the flats are in a woodland setting and BF Local plan promotes character and context in keeping with the area.</p> <p>4) B.T.C would also like</p> |

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| | | | to see a Highways report regarding extra traffic flow in this quiet residential close. |
| 24/00580/PADAS | The Cedars and Pine Court, 16 Wayland Close | Withdrawn | <p>B.T. Councillors recommend refusal on all the Wayland Close applications.</p> <p>1) The alterations proposed to each of these residential flats are completely out of character for these buildings. B.T.C would like to see the already tired appearance updated/enhanced /improved to match any proposed alterations instead of placing something completely out of character on top of the buildings.</p> <p>2) Although B.T.C would like to see the flats improved and agree the addition of lifts would be very beneficial to all residents, the proposed elevations of extra floors on the flats would have an adverse impact due to overlooking and loss of privacy on adjacent properties.</p> <p>3) An overbearing & oppressive impact on neighbouring properties due to the height of the flats. Adding 1 floor would keep the height below surrounding tree level and retain the natural appearance of the area; the flats are in a woodland setting and BF Local plan promotes character and context in keeping with the area.</p> <p>4) B.T.C would also like to see a Highways report regarding extra traffic flow in this quiet residential close.</p> |

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|----------------|--|-------------------------------------|--|
| 24/00152/TRTPO | 66 Moordale Avenue | Approval | Observation: B.T Councillors would like to ask the tree officer to check if the recommended reduction for pruning is adhered to. |
| 25/00036/FUL | 1 Knightswood | Approval | No Objection |
| 25/00052/FUL | 10 Woodridge Close | Approval | No Objection |
| 25/00020/FUL | 43 Moordale Avenue | Approval | No Objection |
| 25/00051/FUL | 23 Hollerith Rise | Approval | No Objection |
| 23/00756/FUL | Land Rear of 29 Warfield Road and 7 Sherring Close | Approved and Legal Agreement Signed | Recommend refusal: B.T. Councillors recommend refusal, the 3 houses are already 5 bedroomed and oversized for the location they will occupy. B.T.C do not feel these houses should have permission for any extra bedrooms, although parking standards of 3 cars are met, a 6-bedroomed house can warrant 6 cars plus. |
| 24/00238/FUL | Bracknell Leisure Centre, Bagshot Road | Refusal | No Objection |
| 25/00065/FUL | 20 Anneforde Place | Refusal | Recommend refusal: B.T. Councillors recommend refusal: 1) This property has been left empty for several years and allowed to fall into a derelict state, becoming an eyesore and nuisance surrounding residents. Application 24/00480/FUL was approved against all consultee's recommendations for refusal. B.T.C now believe any added amendments to this |

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|--------------|------------|----------|--|
| | | | <p>application should be refused and the property should be brought back into a livable state rather than being wasted when accommodation is much needed in our area for a family, not multiple occupants.</p> <p>2)The property cannot comply with parking standards as the parking space in front of the property which has no right of way or access so cannot be used.</p> |
| 25/00073/FUL | 32 Silwood | Approval | No Objection |

Noted

P39 APPLICATIONS FOR PRIOR APPROVAL

/ 25/00162/PAH Bullbrook Brook Farm, 23 Martins Lane
2025 Prior approval application for proposed erection of single storey rear extension.

Noted

P40 NOTICE OF APPEALS:

/ APP/R0335/W/25/3361492 - 23/00435/FUL, Park View Farm Old Wokingham Road
2025 APP/R0335/D/25/3362264 - 25/00015/FUL - Vinewillow House

Noted

P41 OUTLINE PLANNING APPLICATIONS

/ **25/00143/OBS Land at Phase 2A of the South Wokingham SDL, London Road,**
2025 **Wokingham**

Application for the approval of reserved matters pursuant to condition 1 of outline planning permission ref. 191068 for the erection of 215 dwellings with layout, scale, appearance, and landscaping to be considered.

Noted

25/00146/OBS Land at Phase 2A and 2B of South Wokingham SDL, London Road, Wokingham

Application for submission of details to comply with the following conditions of planning consent 240892 dated 05.02.2025. Condition 3 relates to levels, condition 9 to a Construction Environmental Management Plan (CEMP) and condition 14 to highways construction details.

Noted

25/00181/OBS Land at Phase 2A of The South, Wokingham SDL, London Road, Wokingham

Reserved matters pursuant to Outline Planning Consent 191068 comprising the erection of 343 dwellings and associated infrastructure (green, blue and highway). Details of appearance, landscaping, layout and scale to be considered.

Noted

P42 / 2025 PROPOSED UPGRADE TO EXISTING RADIO BASE STATION PROPOSED UPGRADE TO EXISTING RADIO BASE STATION INSTALLATION AT 71500, SHELL BRACKNELL, SHELL SERVICE STATION, BAGSHOT ROAD, BRACKNELL, BERKSHIRE, RG12 0SH, (NGR: E487447, N167312)

Noted

P43 / 2025 DATE OF THE NEXT MEETING Tuesday 29th April 2025 at 6.30pm in the Council Chamber.

Noted

Sign:

Date:

P47 / 2025 - Matters Arising

To discuss any matters arising not discussed elsewhere on the agenda.

P48 / 2025 - To consider Planning Applications received

25/00150/FUL Bullbrook 75 Deepfield Road

Proposed erection of single storey rear and side extension.

25/00175/FUL Priestwood & Garth Wick Hill Car Park, Bull Lane

Proposed change of use of car park area to be used for motorcycle training ground between the hours of 8am and 4pm on weekdays and/or weekends and siting of a shipping container at the top left corner of the car par for storage purposes.

25/00231/PAE Priestwood & Garth 6 Arlington Square West

Prior approval application for change of use from offices (Use Class E(g)(i)) to residential use (Use Class C3) to provide 31 residential units (Application for Prior Approval under Schedule 2, Part 3, Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)).

25/00045/TRTPO Priestwood & Garth 3 Lutterworth Close

TPO 145 – Application to prune 2 trees.

25/00082/FUL Great Hollands 1 Ambassador

Proposed single storey rear extension.

25/00151/FUL Easthampstead & Wildridings 71 Pond Moor Road

Proposed part 2 storey/part single storey side and rear extensions and single storey front extension.

25/00168/FUL Easthampstead & Wildridings 12 Manston Drive

Proposed erection front porch, internal alterations plus external insulation of walls.

25/00171/A Bullbrook East Berks Service Station, London Road

Proposed display of free standing internally illuminating sign.

25/00006/FUL Town Centre & The Parks Market Inn Car Park, Station Road

Change of use of 2 car parking spaces for location of food wagon.

25/00118/FUL Binfield South & Jennett's Park 15 Partridge Close

Proposed loft extension to create a rear dormer.

P49 / 2025 - Decision Notices

| Application no | Address | BFB Decision | BTC Comments |
|-----------------------|--|--|---|
| 24/00636/FUL | Bracknell Beeches, Old Bracknell Lane West | Approved and Legal Agreement Signed | No Objection |
| 24/00811/FUL | Bracknell Beeches, Old Bracknell Lane West | Refusal | B.T Councillors recommend refusal, this application was approved on its merits and plans including sustainable transport to compensate for below standard parking plans, altering/removing conditions changes the application so the original approval should result in the decision being rescinded. This application does not comply with the Local Plan policies and unless beneficial to local resident's condition changes should be refused and the original application plans that were approved should be adhered to. |
| 25/00001/TRTPO | Unit 1 Royal Mail Bracknell Delivery Office, Downmill Road | Approval | Observation: B.T Councillors would like to ask the tree officer to check if the recommended reduction for pruning is adhered to. |
| 25/00053/FUL | 25 Longwater Road | Refusal | B.T.C recommend refusal 1) Another retrospective application for this property, doing the work first and applying for permission after it is wrong and we need to discourage this practice, other residents in our borough adhere to the correct procedures as should this applicant. |

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|----------------|------------------------|-----------|---|
| | | | 2) The large side gate is excessive in size as there is no vehicular access to this area, a small single sized side gate would be acceptable for any other access needed, it is clear vehicles have been illegally driven up the pedestrian pathway making this a danger to the public who regularly use this pedestrian highway including, parents, children and members of the public with disabilities, B.T Councillors would like to see this activity stopped. |
| 24/00220/FUL | Lynton, Wokingham Road | Approval | B.T. Councillors have No Objection to the extension if the work being carried out is not detrimental to the trees surrounding the property. |
| 24/00490/FUL | Atrium Court, The Ring | Withdrawn | No Objection |
| 24/00115/TRTPO | 9 Jackson Close | Approval | Observation: B.T Councillors would like to ask the tree officer to check if the recommended reduction for pruning is adhered to. |
| 25/00068/FUL | Wallace House, Oldbury | Approval | No Objection |
| 25/00070/FUL | Taylor House, Oldbury | Approval | No Objection |

P50 / 2025 - Street Trading Consents

Public Highway in Bracknell Town Centre (The Lexicon)
The Parks Car Park, Nicholson Park

Attachments

[BFC Plan.pdf](#)

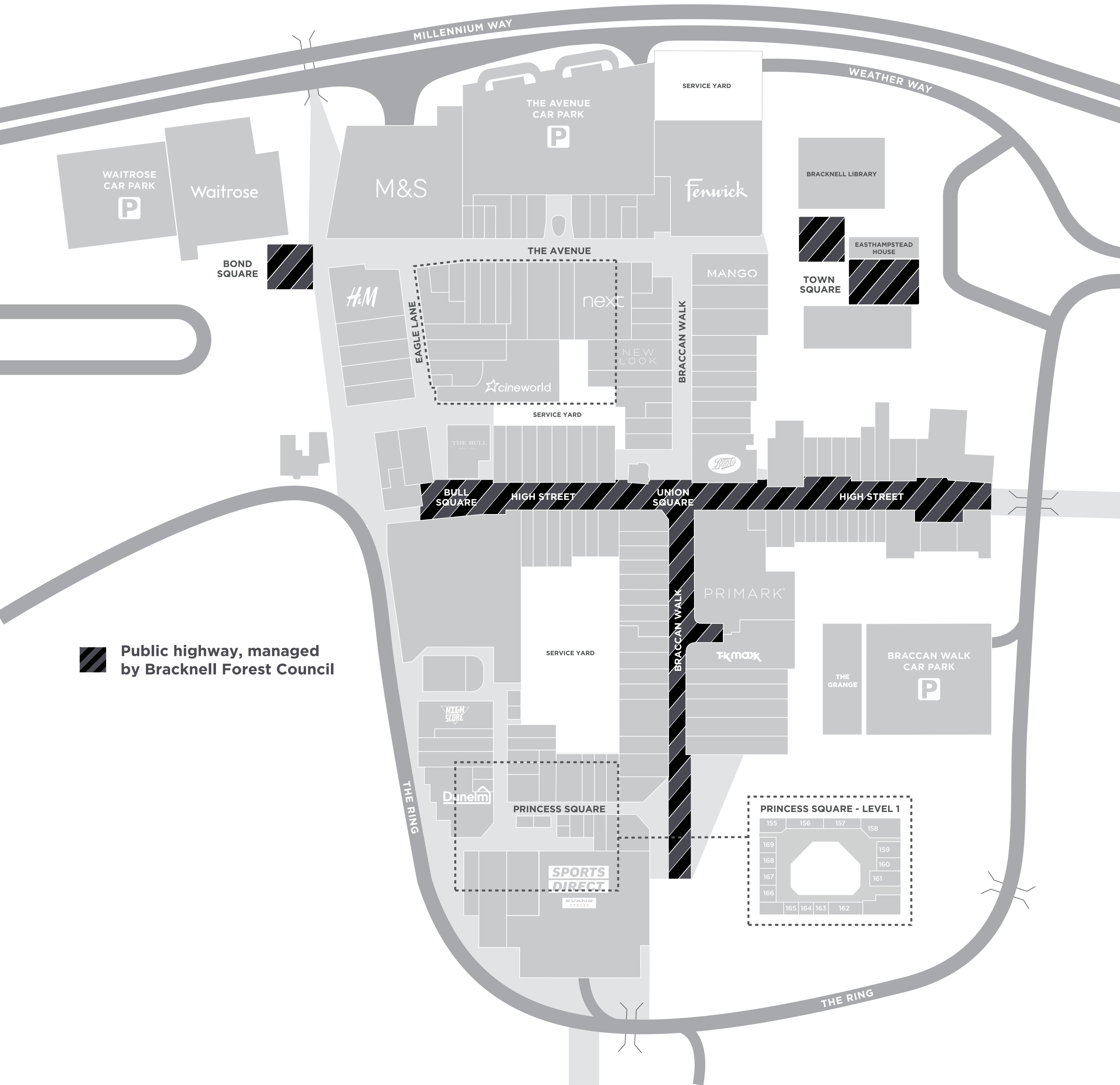
[Bracknell Forest Street Trading New 2025-2026 \(002\) Application 09.04.25.docx](#)

[Bracknell Kebab Plan.png](#)

[street-trading-new-2020-2021 \(1\).pdf](#)

P51 / 2025 - Date of the next meeting

Tuesday 20th May 2025 at 6.30pm in the Council Chamber.



APPLICATION FOR A NEW STREET TRADING CONSENT

Local Government (Miscellaneous Provisions) Act 1982



| | |
|--|---------------------------------------|
| Location of proposed site for trading | Public Highway, Bracknell Town Centre |
| Proposed name of business | Bracknell Forest Council |

| | | |
|------------------------------|---|--|
| Surname | Naxton | Mr/Mrs/Miss (delete as applicable) |
| First names (in full) | Sarah | |
| Date of birth | 05/12/1977 | National Insurance Number PA271201B |
| Full home address | Bracknell Forest Council, Times Square, Market Street, Bracknell Postcode: RG12 1JD | |
| Telephone number | 01344 355354 | Mobile number 07789 932479 |
| Email address | sarah.naxton@bracknell-forest.gov.uk | |

| | |
|---|---|
| What do you intend to sell? | This is a blanket street trading consent for the public land in Bracknell Town Centre. Each trader will apply for their own specific trading consents and licences where appropriate. |
| Description of vehicle/stall (including registration number) | Various – individual huts, gazebos and food trailers |
| Where will the vehicle/stall/goods be kept overnight? | In Location |

| | |
|---|----------------|
| If you sell food and store your vehicle / stall / goods in Bracknell overnight, have you registered with Environmental Health? | Yes/ No |
|---|----------------|

| Proposed Trading Times (please use 24 hour clock e.g. 18.00 to 23.00) | | |
|--|-------------------|-----------------|
| Day of week | Start time | End time |
| Monday | 6.00am | 20.30pm |
| Tuesday | 6.00am | 20.30pm |
| Wednesday | 6.00am | 20.30pm |
| Thursday | 6.00am | 20.30pm |
| Friday | 6.00am | 20.30pm |
| Saturday | 6.00am | 20.30pm |
| Sunday | 6.00am | 20.30pm |

| | |
|---|-----------------|
| Do you hold a street trading consent with any other local authority? | Yes / No |
| If YES to the above, please give details: | |

GUIDANCE NOTES

A consent will only be granted if trading at the proposed location is deemed to be appropriate. For details on what is taken into consideration, please refer to the Council's Policy on Determination of Street Trading Consents (available on request from the Licensing team).

The applicant should obtain the permission of the landowner prior to making an application. All new applications are subject to a consultation period of 28 days.

All applicants must be over the age of 17. If you propose to sell food, you must hold a current Basic Food Hygiene Certificate. If you do not have a European Union Passport, you should produce your visa or letter from the Immigration Office stating you are entitled to work in the United Kingdom.

The maximum number of consents that a trader or business shall be able to use at any one time in the Borough of Bracknell Forest shall be three.

If the consent is granted, conditions will be attached which may be specific to the site. Conditions may be varied for a site at the discretion of the licensing authority. The vehicle/stall may be required to be inspected by Environmental Health prior to commencement of trading.

Please note that if you wish to sell hot food or drink between the hours of 23.00 and 05.00 ('late night refreshment' you are also required to apply for a premises licence under the Licensing Act 2003. Application forms and guidance are available on request.

Please note that the maximum period of a street trading consent for a new site is **ONE MONTH**. Should the need arise during the trial, the consent should be revoked and a pro-rata refund made to the consent holder.

Where an officer is minded to refuse a consent, it will be normal practice for the consent holder/applicant to be advised and given the option for the matter to be determined by a Licensing Panel. Appeals shall be lodged within 14 days of notice otherwise the application shall be deemed withdrawn.

In the event that following consultation the application is refused or deemed withdrawn by officers, a sum of 50% of the application fee is payable as a refund. If the application is refused by a Panel, no refund of the application fee is payable.

The completed form, fees and any enclosures should be handed into the Customer Service Centre at Time Square, Market Street, Bracknell, RG12 1JD.

Payment can be made in the following ways:

- By credit or debit card at Time Square or over the phone on 01344 352000
- On line at <https://www.bracknell-forest.gov.uk/council-and-democracy/get-in-touch/online-payments>

Fees for 2025 - 2026

| Period of Consent | £ |
|---|---------|
| One Week | 172.50 |
| One Month | 276.00 |
| Three Months | 759.00 |
| Six Months | 948.75 |
| Annual (Twelve Months) | 1604.25 |
| Six months max trading 2 events per week including Friday, Saturday or Sunday 40% reduction | 759.00 |
| Six months trading 2 events per week Monday to Thursday 60% reduction | 569.25 |

| | |
|----------------------|--------|
| Ice Cream Vans | |
| One Month (Per Van) | 212.00 |
| Six Months (Per Van) | 851.00 |

Please tick to confirm you have enclosed the following with your application:

| | |
|--------------------------|--|
| <input type="checkbox"/> | Payment of the fee, or receipt confirmation that the fee has been paid |
| <input type="checkbox"/> | A location plan with the exact location you require marked in red |
| <input type="checkbox"/> | A copy of the permission of the landowner (on land other than a highway) |
| <input type="checkbox"/> | Two passport photographs of the trader and photographs showing the trading vehicle / stall |
| <input type="checkbox"/> | Current Basic Food Hygiene Certificate (if you propose to sell food) |
| <input type="checkbox"/> | Current Public Liability Insurance |
| <input type="checkbox"/> | European Union Passport or visa confirming entitlement to work in the UK |

In addition please tick to confirm that you:

| | |
|--------------------------|---|
| <input type="checkbox"/> | Are registered with the Environmental Health department where the vehicle/ goods are to be stored overnight (if you propose to sell food) |
|--------------------------|---|

An applicant commits an offence if they knowingly or recklessly make a false statement or omit any relevant information and any licence issued may be revoked. Information provided on application forms will be disclosed to other agencies such as the Police where there is a legal requirement to do so, for example in relation to the investigation of a suspected offence.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing and administering public funds for these purposes. For further information, see www.bracknell-forest.gov.uk/nationalfraudinitiative or contact Internal Audit on 01344 352322.

Declaration:

I hereby certify that all statements in this application are correct and true to the best of my knowledge. I have read the guidance supplied, enclosed any required documentation and fees, and agree to abide by the conditions placed on the consent should it be granted.

Signature *Sarah Naxton*

Print Name.....SARAH NAXTON.....

Date signed.....09.04.2025.....

APPLICATION FOR A NEW STREET TRADING CONSENT

Local Government (Miscellaneous Provisions) Act 1982



| | |
|--|------------------------------------|
| Location of proposed site for trading | The Parks car park, Nicholson park |
| Proposed name of business | Bracknell Kebab |

| | | | |
|------------------------------|---|---|-----------|
| Surname | Karaduman | Mr/Mrs/Miss (delete as applicable) | |
| First names (in full) | Mustafa | | |
| Date of birth | 11/03/1962 | National Insurance Number | Sk580698C |
| Full home address | 24 the paddock Cranbourne Hill park Winkfield Windsor. SL4 4TR Postcode | | |
| Telephone number | 07832 112566 | Mobile number | |
| Email address | mustafakaraduman1962@gmail.com | | |

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|---|--|
| What do you intend to sell? | Kebabs, burgers, chips, chicken kebabs, chicken nuggets, hot wings, Salad, cheese, cold drinks |
| Description of vehicle/stall (including registration number) | White Renault box van KE06 TPZ |
| Where will the vehicle/stall/goods be kept overnight? | Scott's Farm RG12 8TD |

| | |
|---|---------|
| If you sell food and store your vehicle / stall / goods in Bracknell overnight, have you registered with Environmental Health? | Yes/ No |
|---|---------|

| Proposed Trading Times (please use 24 hour clock e.g. 18.00 to 23.00) | | |
|--|-------------------|-----------------|
| Day of week | Start time | End time |
| Monday | 16:00 | 23:00 |
| Tuesday | 16:00 | 23:00 |
| Wednesday | 16:00 | 23:00 |
| Thursday | 16:00 | 23:00 |
| Friday | 16:00 | 23:00 |
| Saturday | 16:00 | 23:00 |
| Sunday | 16:00 | 23:00 |

| | |
|---|-------------|
| Do you hold a street trading consent with any other local authority? | Yes / No No |
| If YES to the above, please give details: | |

GUIDANCE NOTES

A consent will only be granted if trading at the proposed location is deemed to be appropriate. For details on what is taken into consideration, please refer to the Council's Policy on Determination of Street Trading Consents (available on request from the Licensing team).

The applicant should obtain the permission of the landowner prior to making an application. All new applications are subject to a consultation period of 28 days.

All applicants must be over the age of 17. If you propose to sell food, you must hold a current Basic Food Hygiene Certificate. If you do not have a European Union Passport, you should produce your visa or letter from the Immigration Office stating you are entitled to work in the United Kingdom.

The maximum number of consents that a trader or business shall be able to use at any one time in the Borough of Bracknell Forest shall be three.

If the consent is granted, conditions will be attached which may be specific to the site. Conditions may be varied for a site at the discretion of the licensing authority. The vehicle/stall may be required to be inspected by Environmental Health prior to commencement of trading.

Please note that if you wish to sell hot food or drink between the hours of 23.00 and 05.00 ('late night refreshment' you are also required to apply for a premises licence under the Licensing Act 2003. Application forms and guidance are available on request.

Please note that the maximum period of a street trading consent for a new site is **ONE MONTH**. Should the need arise during the trial, the consent should be revoked and a pro-rata refund made to the consent holder.

Where an officer is minded to refuse a consent, it will be normal practice for the consent holder/applicant to be advised and given the option for the matter to be determined by a Licensing Panel. Appeals shall be lodged within 14 days of notice otherwise the application shall be deemed withdrawn.

In the event that following consultation the application is refused or deemed withdrawn by officers, a sum of 50% of the application fee is payable as a refund. If the application is refused by a Panel, no refund of the application fee is payable.

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- On line at <https://www.bracknell-forest.gov.uk/council-and-democracy/get-in-touch/online-payments>

Fees for 2020 - 2021

| Period of Consent | £ |
|---|----------|
| One Week | 138.00 |
| One Month | 370.00 |
| Three Months | 871.00 |
| Six Months | 1,424.00 |
| Six months max trading 2 events per week including Friday, Saturday or Sunday 40% reduction | 854.00 |
| Six months trading 2 events per week Monday to Thursday 60% reduction | 569.00 |
| Ice Cream Vans | |
| One Month (Per Van) | 185.00 |
| Six Months (Per Van) | 713.00 |

Please tick to confirm you have enclosed the following with your application:

| | |
|--------------------------|--|
| <input type="checkbox"/> | Payment of the fee, or receipt confirmation that the fee has been paid |
| <input type="checkbox"/> | A location plan with the exact location you require marked in red |
| <input type="checkbox"/> | A copy of the permission of the land owner (on land other than a highway) |
| <input type="checkbox"/> | Two passport photographs of the trader and photographs showing the trading vehicle / stall |
| <input type="checkbox"/> | Current Basic Food Hygiene Certificate (if you propose to sell food) |
| <input type="checkbox"/> | Current Public Liability Insurance |
| <input type="checkbox"/> | European Union Passport or visa confirming entitlement to work in the UK |

In addition please tick to confirm that you:

| | |
|--------------------------|---|
| <input type="checkbox"/> | Are registered with the Environmental Health department where the vehicle/ goods are to be stored overnight (if you propose to sell food) |
|--------------------------|---|

An applicant commits an offence if they knowingly or recklessly make a false statement or omit any relevant information and any licence issued may be revoked. Information provided on application forms will be disclosed to other agencies such as the Police where there is a legal requirement to do so, for example in relation to the investigation of a suspected offence.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing and administering public funds for these purposes. For further information, see www.bracknell-forest.gov.uk/nationalfraudinitiative or contact Internal Audit on 01344 352322.

Declaration:

I hereby certify that all statements in this application are correct and true to the best of my knowledge. I have read the guidance supplied, enclosed any required documentation and fees, and agree to abide by the conditions placed on the consent should it be granted.



Signature.....

Print Name. Mustafa Karaduman

Date signed..18/02/2025.....