



Rushcliffe Borough Council
 Rushcliffe Arena
 Rugby Road
 West Bridgford
 Nottingham
 NG2 7YG
 Tel: 01159 819911
 Email: licensing@rushcliffe.gov.uk

**Business and Planning Act 2020
 Business and Planning Act 2020 (Pavement Licences)
 (Coronavirus) (Amendment) Regulations 2021**

Conditions for the granting of a Pavement Licence can be viewed at [Rushcliffe Borough Council](#)

If hand-written, please use **BLOCK CAPITALS & BLACK INK**

Applicant Details			
Applicant	First Name(S)	Surname	Title
Premises	Premises/Business Name:		
Premises Type	Pub/Bar/Cafe/ Restaurant:		
Address	Street/Road:		
	Town/City:		Post Code:
	Telephone:	Email:	

Supply of Alcohol				
Are the premises Licensed to supply alcohol?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Premises Licence Number	PL			

Location
Where do you wish to place street furniture?

Email this application together with supporting documents to:
Licensing@rushcliffe.gov.uk

Only electronic applications will be accepted

Current Pavement Licence				
Do you have a current Pavement Café Licence with Nottinghamshire County Council?	YES	✓	NO	✓

Owner/Lease Holder of The Premises Permission				
Do you have the premises owner's or lease holder's permission to apply for a Pavement Licence?	YES	✓	NO	✓

Street Furniture Details			
Type	Number	Type	Number
Tables		Chairs	
Benches		Umbrellas	
Counters		Heaters	
Barriers		Plants	
Other		Other	

Times for Use of The Pavement Licence (24 Hour Clock)						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From	From	From	From	From	From	From
To	To	To	To	To	To	To

Check List When Submitting Your Application Please Ensure		✓
You have completed the Application Form correctly and in full.		
Attached a copy of your current Pavement Licence or proof of payment for a current application for a Pavement Licence with Nottinghamshire County Council.		
Attached a plan of how you wish to place your street furniture.		
Attached a plan of the Highway where you wish to place your street furniture, with the location delineated by a red line.		
Attached photographs, catalogue images or website images of the furniture you intend to use.		
Proof of Premises Owner's Consent or Premises Lease Holder's Consent. (Letter or email)		
A copy of Public Liability Insurance or other form of Security. (To a minimum value of £5,000,000.00)		

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A copy of the A4 Notice to be displayed at the premises for a period of 7 days beginning the day after this application was been submitted.	
Telephone 01159 819911 to pay the £100:00 fee.	

Data Protection Privacy Notice

The personal information you provide will only be used by Rushcliffe Borough Council, the Data Controller, in accordance with General Data Protection Regulation 2016/ Data Protection Act 2018 to: process your application, query or to provide a service that you are requesting **or** undertake a statutory function (also known as a 'public task') The basis for processing this information is to enable the council to undertake a public task or to provide the service that you are requesting. Your personal information will be included in a public register in accordance with our statutory responsibility. Your personal data will be kept in accordance with the Council's retention policy and schedule. Details of which can be found on the Council's website at http://www.rushcliffe.gov.uk/retention_schedule/ In accordance with GDPR you have a right to:

- Have a copy of the personal information that we hold about you. Details of how to obtain this are available at <http://www.rushcliffe.gov.uk/foi>
- Request that your personal data be corrected or completed.
- Complain to the Information Commissioner if you feel that your information is not being handled appropriately (<https://ico.org.uk/>)
- You may also have a right to:
 - Have your personal data transferred (data portability).
 - Prevent automated processing and profiling.
 - Erasure (also known as the right to be forgotten).
 - Restrict processing.
 - Object to processing.
- Your data protection rights are not absolute and in most cases are subject to the Council demonstrating compliance with other statutory legislation, for further information see <http://www.rushcliffe.gov.uk/privacy/>
- For further details about how your personal information may be used or about your rights under data protection legislation, please contact the Council's Data Protection Officer at:

By post: Data Protection Officer, Rushcliffe Borough Council, Rushcliffe Arena, Rugby Road, West Bridgford, Nottingham, NG2 7YG.

By email: customerservices@rushcliffe.gov.uk

By Telephone: 0115 981 9911

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Declaration

I, the undersigned, hereby declare that the information contained in this application is true and accurate to the best of my knowledge.

I understand that if I knowingly or recklessly make a false statement or omit any material particularly in giving information as part of this application I shall be committing an offence and will be liable for prosecution.

I confirm I have read the General Data Protection Regulation 2016 (GDPR) / Data Protection Act 2018 (DPA) - Privacy Notice above.

Signature of Applicant:

Date:

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