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Caravan site licensing



Last Modified December 03, 2015

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Caravans includes mobile homes and park homes and the types of site include permanent, touring and holiday.

Licence Summary

To run a caravan and camping site you need a licence from Hertsme Borough Council.

Conditions may be attached to a licence to cover any of the following:

- restricting when caravans can be on the site for human habitation or restricting the number of caravans that can be on the site at any one time
- controlling the types of caravans on the site
- controlling the positioning of the caravans or regulating the use of other structures and vehicles including tents
- to ensure steps are taken enhance the land, including planting/replanting bushes and trees
- fire safety and fire fighting controls
- to ensure that sanitary and other facilities, services and equipment are supplied and maintained

Eligibility Criteria

The applicant must be entitled to use the land as a caravan site. (They MUST have Planning Permission for this.)

Licences will not be issued to applicants who have had a site licence revoked within three years of the current application.

Fees

There is no fee for this application.

Regulation Summary

[Overview - Caravan site licences](#)

Application Evaluation Process

Applications for site licences are made to the local authority in whose area the land situated.

Applications must be in writing, should detail the land the application concerns and any other information required by the Hertsme Borough Council.

Apply by post

If you would like to apply by post, please contact:

Hertsme Borough Council,
Civic Offices,
Elstree Way,
Borehamwood,
Herts WD6 1WA

Failed Application Redress

You are advised to take up any issue with Hertsme Borough Council first.

If a licence holder is refused an application to alter a condition they may appeal to the local Magistrates' court. The appeal must be made within 28 days of the written notification of the refusal and a notice of appeal must be served on the Hertsme Borough Council.

Licence Holder Redress

You are advised to take up any issue with Hertsme Borough Council first.

If a licence holder wishes to appeal against a condition attached to a licence they may appeal to the local Magistrates' Court. The appeal must be made within 28 days of the licence being issued.

Hertsmere Borough Council may alter conditions at any time but must give licence holders the opportunity to make representations about the proposed changes. If a licence holder disagrees with the alterations they may appeal to the local Magistrates' court. The appeal must be made within 28 days of the written notification of the alteration and a notice of appeal must be served on Hertsmere Council.

Consumer Complaint

We would always advise that in the event of a complaint the first contact is made with the trader by you - preferably in the form a letter (with proof of delivery). If that has not worked, if you are located in the UK, [Citizens Advice](#) will give you advice. From outside the UK contact the [UK European Consumer Centre](#)

Other Redress

E.g. about noise, pollution, pests etc. Please contact Hertsmere Borough Council's Environmental Health team.

Trade Associations

[British Holiday and Home Parks Association](#)

[British Destinations](#)

[Caravan Industry Training](#)

[Federation of Tour Operators](#)

[Group Travel Organisers Association](#)

[National Caravan Council](#)

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