

**HIGHWAYS ACT 1980 SECTION 115E**

**APPLICATION FOR A LICENCE TO PLACE TABLES AND CHAIRS  
ON THE HIGHWAY**

**This application will also deal with planters where a Company wishes to enhance their site. No fees are payable for this service.**

NAME OF COMPANY: .....

CONTACT NAME AND POSITION: .....

ADDRESS OF COMPANY: .....

.....

TELEPHONE NO.: ..... FAX NO.: .....

EMAIL ADDRESS: .....

LOCATION/ADDRESS OF WHERE TABLES AND CHAIRS WILL BE SITED:

.....

.....

NUMBER OF TABLES APPLIED FOR: .....

NUMBER OF CHAIRS APPLIED FOR: .....

NUMBER OF PLANTERS APPLIED FOR: .....

INSURANCE DETAILS: .....

(Minimum public liability cover must be to the sum of £5,000,000)

I have read the information sheet provided and confirm that my Company will comply with the criteria contained within it.

Signed: .....

Notes

*The City of Gloucester will licence tables and chairs for a period of 12 months, providing the site is not dangerous or becomes a nuisance.*

*All tables and chairs must be combined to food and drink outlets the width of the frontage of premises applying and only extending out one table.*

The Council in pursuance of the powers under the Highways Act 1980 Section 115E may grant consent for the placing of approved furniture at a site allocated and defined by them on a street plan.

Consent will only be considered where a Company submits an application form and meets the criteria stated below:-

- (1) Street furniture must be of a type and quality approved by the Council.
- (2) All furniture must be kept in a good condition.
- (3) Details of insurance cover must be supplied.
- (4) The site allocated to the company must be adhered to. At no time must the furniture be placed outside the designated space. This is due to the Byelaws in relation to consumption of intoxicating liquor within the City of Gloucester.
- (5) At all times the site must be kept free of litter and swept and washed down to the satisfaction of the Council.
- (6) At the close of business each evening the furniture must be cleared from the site.
- (7) Ensure that the use of the site does not prevent free pedestrian access to all other properties or cause any inconvenience from the use of the site to the adjacent properties and that the tables and chairs are safely contained within the area defined by the Council.
- (8) Allow the Emergency Services access over and along the carriageway at all times.
- (9) Ensure that no damage is caused to the highway by the use of the site in connection with their business.
- (10) Allow access to the site by the Council and other statutory undertakers for the performance of their statutory duties.
- (11) The licence must be on display and be visible from the highway at all times.

Gloucester City Council provides Licensing Services to you. We will use your personal information to provide those services to you and may need to share your information with Statutory Bodies to enable us to do this. For further information about how the council uses information it holds about you please go to <http://www.gloucester.gov.uk/council/data-protection-and-foia/Pages/data-protection-GDPR.aspx>

# PUBLIC NOTICE

## HIGHWAYS ACT 1980

NOTICE IS HEREBY GIVEN THAT (Full Names)

.....

APPLIED ON (Date).....

To: GLOUCESTER CITY COUNCIL IN RESPECT OF THE  
PREMISE KNOWN AS:

.....

At

.....

FOR A GRANT/RENEWAL OF A LICENCE TO PUT TABLES AND  
CHAIRS ON THE HIGHWAY AT THE ABOVE PREMISE ON THE  
FOLLOWING OCCASIONS:

Monday	From .....	am/pm	to .....	am/pm
Tuesday	From .....	am/pm	to .....	am/pm
Wednesday	From .....	am/pm	to .....	am/pm
Thursday	From .....	am/pm	to .....	am/pm
Friday	From .....	am/pm	to .....	am/pm
Saturday	From .....	am/pm	to .....	am/pm
Sunday	From .....	am/pm	to .....	am/pm

Under the provisions of section 115 of the Highways Act 1980 for the grant or renewal of a licence to put tables and chairs on the highway, any objections must be made in writing within 28 days from the date of application to:

City Centre Improvement  
Gloucester City Council, PO Box 3252,  
Westgate Street, Gloucester, GL1 9FW  
Tel 01452 396396 or email [heretohelp@gloucester.gov.uk](mailto:heretohelp@gloucester.gov.uk)