

Application for a Pavement Licence Business and Planning Act 2020

Please answer the following questions.

Please state which Licensing
Authority you are applying
to

Title

First name

Last name

Applicant details

Your address

Postcode

Telephone number

Email address

Name of
establishment/business

Is anyone acting on your behalf for the purpose of this
application?

Yes

☐

No

☒

Details of the person acting on your behalf

Title

First name

Last name

Address of person acting for
you

Postcode

Telephone number

Email address

Questions about your application

Is your application for a new licence or the renewal of an existing licence? New ☒ Renewal ☐

What is your existing Pavement Licence number?

What is the expiry date of your licence?

Is the proposed location different to your address? Yes ☐ No ☒

Describe the proposed location of the area to be licensed

Address

Postcode

What is the Premises licence number?

Number of tables applied for Number of chairs applied for

Dimensions of the area of the street or pavement permitted to use (in metres) Width Depth

Please state the proposed furniture (for example: tables, chairs, umbrellas, barriers), and show them on your detailed layout plan.

10 BOLERO ALUMINIUM AND WOOD TOP FOLDING TABLES, GROUPED IN 5 LOTS OF 2 RUNNING ALONG THE SIDE OF THE BRIDGE, WITH 20 BOLERO ALUMINIUM AND WOOD CHAIRS.

Please give details of what purpose will the furniture be used for

CUSTOMER SEATING FOR DRINKS AND FOOD CONSUMPTION OUTSIDE. MAINLY TO BE USED IN THE WARMER MONTHS, AND STORED IN OUR STORAGE AREA WHEN NOT IN USE.

Do you intend to alter any of the building and/or building frontage to accommodate the proposal? Yes ☐ No ☐

If yes, please show details of the alterations on your plan.

Does the area extend beyond the frontage of your own premises? Yes ☒ No ☐

Does your proposal leave a 1.5-metre-wide unobstructed pedestrian route? Yes ☒ No ☐

Are there any lighting columns, litter bins, road signs, public seating, trees etc. on the site within 1.5m of the proposed site for the pavement licence? Yes ☐ No ☒

If yes, please show them on your plan.

Is proper sanitary accommodation available within the building to be used to service the pavement licence area?

Yes

☐

No

☐

Is it intended to serve alcohol within the pavement licence area?

Yes

☐

No

☐

What range of drinks (alcoholic and non-alcoholic) is it intended will be served within the pavement licence area?

Have you taken the needs of disabled customers into consideration?

Yes

☐

No

☐

Have you reviewed your staffing situation to ensure that you have sufficient staff to adequately manage the increased area?

Yes

☐

No

☐

Have you put a cleaning schedule in place?

Yes

☐

No

☐

Have you completed a risk assessment for serving food and drink in the pavement licence area?

Yes

☒

No

☐

Hours during which the tables and chairs will be on the street

	From	To	Tick here if you are closed that day
Monday	<input type="text" value="08:00"/>	<input type="text" value="21:00"/>	<input type="checkbox"/>
Tuesday	<input type="text" value="08:00"/>	<input type="text" value="21:00"/>	<input type="checkbox"/>
Wednesday	<input type="text" value="08:00"/>	<input type="text" value="21:00"/>	<input type="checkbox"/>
Thursday	<input type="text" value="08:00"/>	<input type="text" value="21:00"/>	<input type="checkbox"/>
Friday	<input type="text" value="08:00"/>	<input type="text" value="21:00"/>	<input type="checkbox"/>
Saturday	<input type="text" value="08:00"/>	<input type="text" value="21:00"/>	<input type="checkbox"/>
Sunday	<input type="text" value="08:00"/>	<input type="text" value="20:00"/>	<input type="checkbox"/>

The applicant should be aware that the granting of a licence does not permit the sale of alcohol within the outdoor area. Separate licensing arrangements apply for the sale of alcohol and the applicant should check the conditions on the Premises Licence or consult the Licensing Authority.

Management measures

Provide further information for the following questions to support your application:

- Outline how the area will be managed to ensure all conditions are complied with when the licence is in use.
- Outline how local nuisance will be managed.
- Will the placement of the table and chairs allow for people to pass with a minimum of 2 metres?
- Where will the pavement furniture be stored outside of licensable hours.

The Ribs of Beef have had a license to have furniture on the pavement in the area we want to use, since 2019. We originally applied to have tables and chairs position in front of the pub, in 2018, but were told by the council that the pavement was too narrow there, and proposed the area we now use, therefore the consent to use it came from the council.

We are well versed in the operation and management of this area, and are very aware of the hazards and risks associated with it. We always err on the side of caution with respect to this and other operating standards.

We run table service throughout the pub, and outside areas and therefore are constantly checking the area for any issues, and are regularly clearing finished drinks and food items, and cleaning and re-organising tables after use. One of the main reasons for providing table service, is to monitor the premises for anti social and illegal behaviour. The majority of the time we can therefore stop something before it becomes an issue. We find that the vast majority of the issues we have in this area, are with pedestrians who aren't our customers, troubling our customers, using this space.

We arrange the tables length wise, so if customers want to have a bigger group they can easily move tables together, without the tables encroaching on the area of more than 2 metres width, adjacent to the seating, reserved for pedestrians which we are constantly 'policing'.

We will place barriers at each end of the seating area to clearly mark the space, for the eyesight impaired. These aren't in the picture, as they are currently damaged, so new ones will be purchased.

We have a zero tolerance to anyone causing a nuisance, as this isn't good for our customers or local residents and pedestrians, and we regularly put the furniture away earlier than the times we have applied for, as we find that when it gets dark, there tends to be more trouble coming up and down the street.

We keep the furniture in the pub over night, unless it's out of season, when we lock it up on the triangle of land we own at the back of the pub.

On days when it is too windy we don't set up the furniture, to prevent it getting blown over into the pedestrian section of the bridge.

Custom Process Configuration

XML Specific

Application type	<input type="text"/>
Licence Case Type	<input type="text"/>
Licence Status	<input type="text"/>
XML Template	<input type="text"/>
CAPS Reference	<input type="text"/>

Payments request

CallingAppID	<input type="text"/>
CallingAppRef	<input type="text"/>
PaymentSourceCode	<input type="text"/>

Response response

PaymentAuthorisationCode	<input type="text"/>
IncomeManagementReceiptNumber	<input type="text" value="NOEL00008039"/>
Originators Reference	<input type="text"/>
CardScheme	<input type="text"/>
CardType	<input type="text"/>
PaymentAmount	<input type="text"/>
ResponseCode	<input type="text"/>
ResponseDescription	<input type="text"/>
Number of payment lines	<input type="text"/>

Payment 1

Receipt Number	<input type="text"/>
DueDate	<input type="text"/>
PaymentType	<input type="text"/>
Pay Description	<input type="text"/>
XML Description	<input type="text"/>
PaymentDue	<input type="text" value="£100.00"/>
VAT	<input type="text"/>
Paid	<input type="text" value="100.00"/>
Payment Date	<input type="text" value="24/11/2025"/>
Fund	<input type="text"/>
Reference	<input type="text"/>

Form Calculations

Title Casing	<input type="text"/>
Sentence Casing	<input type="text"/>
UPRN for address lookup	<input type="text"/>
Boolean to show this page	<input type="checkbox"/>
Field for Fee Array	<input type="text" value="New,100.00,Renewal,100.00"/>
On/Off Boolean for Prem licence	<input type="checkbox"/>
Hides questions for NCC	<input type="checkbox"/>
Controls NCC specific evidence items	<input type="checkbox"/>

Other Custom Calculations

Custom payment string	<input type="text"/>
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Supporting documents

Please provide the following:

- One plan showing the proposed extent of the area requested (in relation to the premises), with the position of the proposed street furniture, including tables, chairs, and any other permitted furniture. This plan should show the distance between the furniture and the nearest obstruction and / or the edge of the pavement at the narrowest point.
- Photographs of proposed street furniture and if possible, manufacturers literature and details of furniture to be used
- The appropriate fee
- Proof of Public Liability Insurance which covers up to £5 million

You will need two types of plans:

Location plan – to show where your proposal is situated in relationship to the surrounding area. You must clearly edge the site boundary in red.

Detailed plan (with elevations) – to show the proposed pavement licence and its relationship to existing buildings and features. The main dimensions should be clearly stated. It should include all the information required by the questions above.

Please attach documents using the Upload & Attach Files button.

Types of files accepted as attachments: gif, jpg, jpeg, tif, tiff, bmp, png and pdf.

Please ensure that documents you attach are complete, accurate and easy to read otherwise your application will not be validated.

X

Declaration

Please read and the following statement and check the confirmation box.

I wish to apply for a licence to use the highway fronting or adjacent to the above named property for the purpose of obtaining a pavement licence as described in this application and the accompanying plans and will pay the required fee.

I agree to comply with all the conditions stated on the licence, and in the Council's Pavement Licensing Policy and any related appendices.

I agree to remove all furniture from the pavement outside of the licensable hours as stated on the licence.

Applicant's confirmation

☒

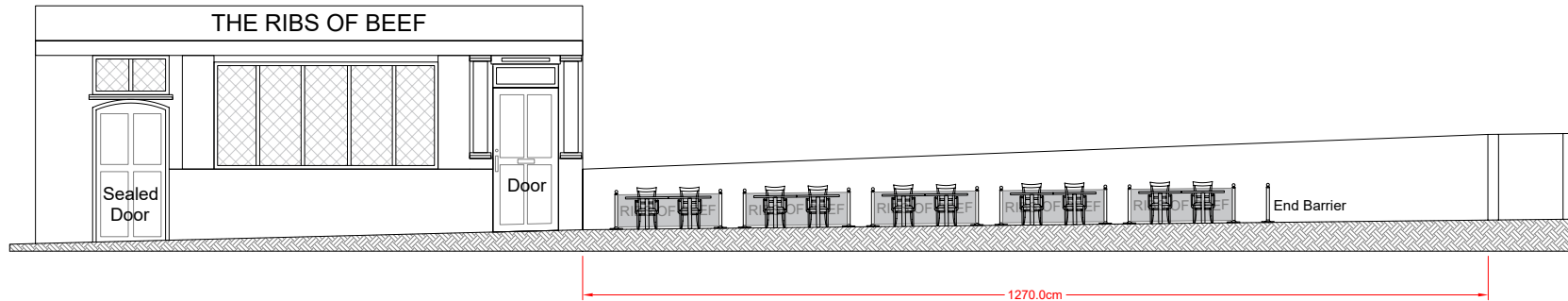
Date this application is being made

24/11/2025

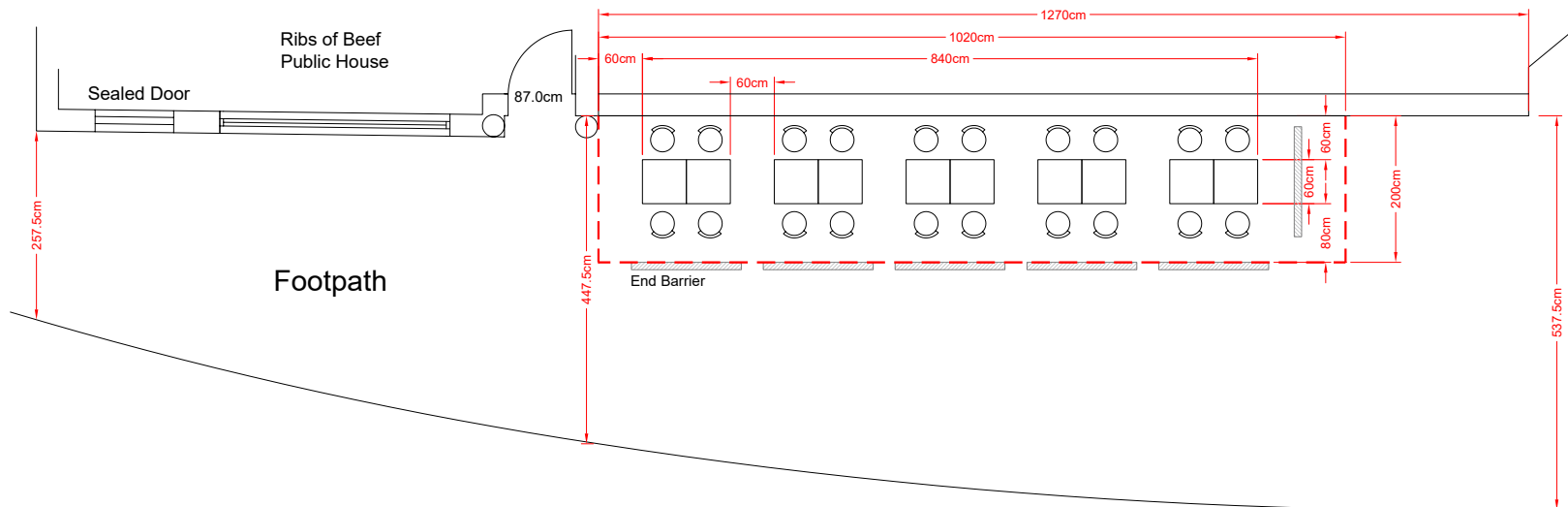
Notes

Once an application has been submitted there will be a 14-day consultation period. You must place a notice on your premise setting out what has been applied for and the date by which a representation should be submitted to the licensing authority.

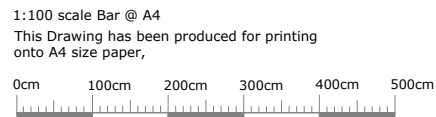
You must place a notice on your premise setting out what has been applied for and the date by which a representation should be submitted to the licensing authority. You will be emailed a premise notice upon submission of this form.



PROPOSED TABLES AND CHAIRS ALONG FYE BRIDGE



RIBS OF BEEF EXTERIOR SEATING ALONG FYE BRIDGE



Address

The Ribs Of Beef P.H 24 Wensum
Street Norwich
NR3 1HY

Title

Seating Plan

Scale
1 : 100

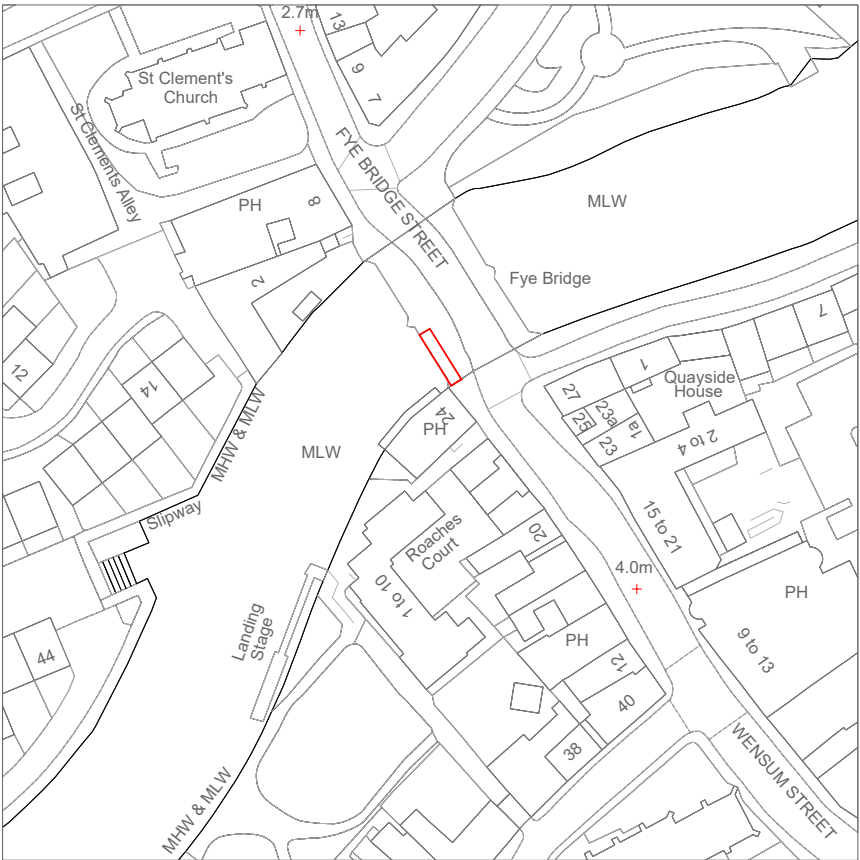
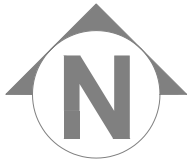
Sheet
A4

Date
06/11/2025

Drawing No.
NR3 1HY

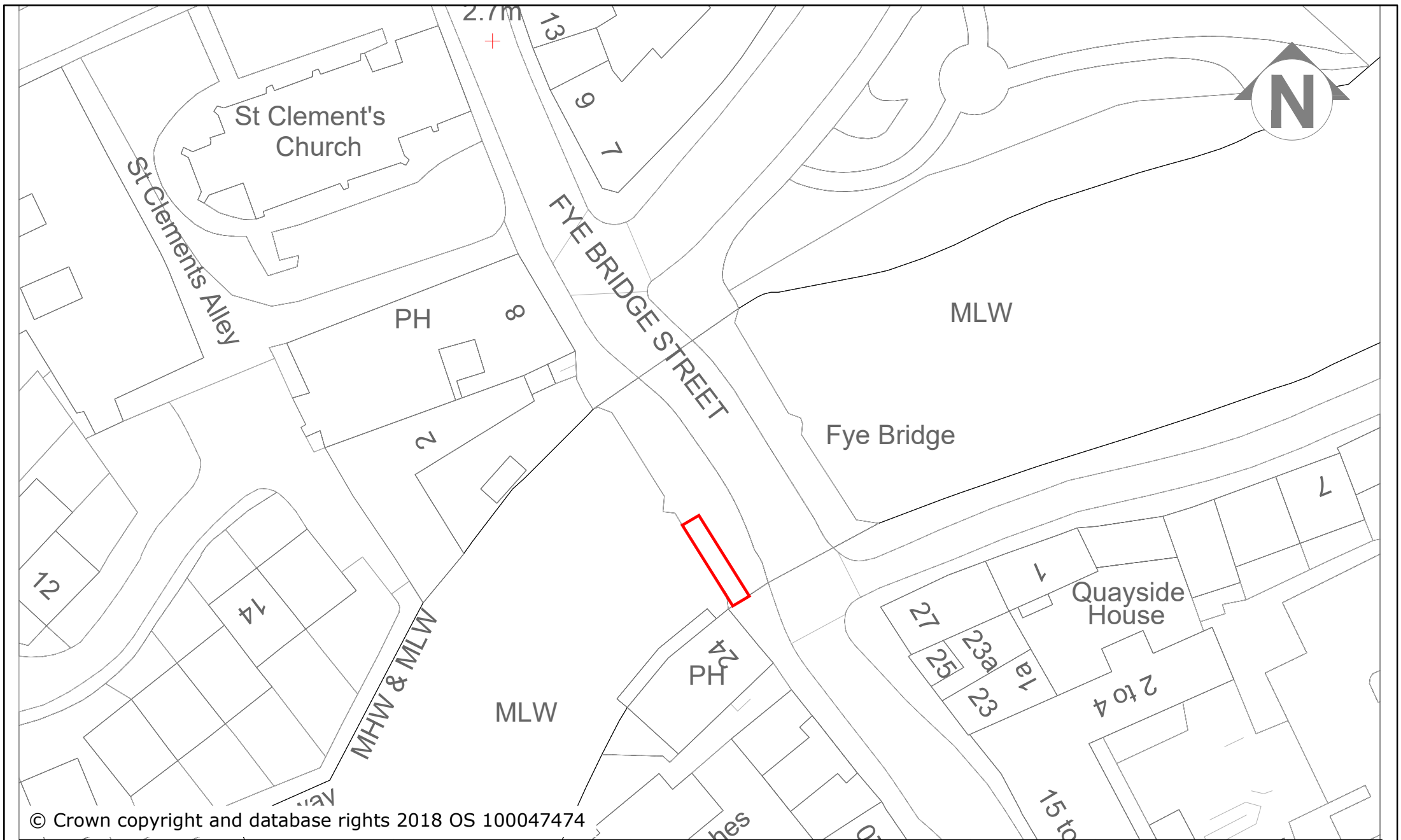
Revision

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<div>1:1250 scale Bar @ A4</div> <div>This Drawing has been produced for printing onto A4 size paper,</div> <div><div>0m10m20m30m40m50m</div></div>	<div>Address</div> <div>The Ribs Of Beef P.H 24 Wensum Street Norwich NR3 1HY</div>	<div>Title</div> <div>Location Plan</div>	<div>Scale</div> <div>1 : 1250</div>	<div>Sheet</div> <div>A4</div>	<div>Date</div> <div>06/11/2025</div>
			<div>Drawing No.</div> <div>NR3 1HY</div>		<div>Revision</div>
			<div>PHILIP SNEDDON</div> <div>NORFOLK PLANNING & PROPERTY CONSULTANTS LTD</div> <div>Tel: 07971 337121</div> <div>Email: phil@nppltd.com</div>		



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<div>1:500 scale Bar @ A4</div> <div>This Drawing has been produced for printing onto A4 size paper,</div> <div><div>0m5m10m15m20m25m</div></div>	Address		Title	Scale	Sheet	Date	
	The Ribs Of Beef P.H 24			1 : 500	A4	06/11/2025	
	Wensum Street Norwich			Drawing No.			
NR3 1HY				NR3 1HY			Revision
				PHILIP SNEDDON PLANNING & PROPERTY CONSULTANT Tel: 07971 337121 Email: philsneddon@hotmail.com			
			Site Plan				





STREET

THE MISCHIEF

21/30 BITE

