

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**  
**APPLICATION FOR BOROUGHWIDE STREET TRADING CONSENT (NEW/ RENEWAL)**

Adopted Highways within the Borough of Milton Keynes have been designated as Consent Streets (unless prohibited). Street trading on or within 60 metres of the centre of one of these streets is not permitted without the written consent of the Council.

Boroughwide Consents may only be granted for Street Trading on the streets designated as Consent Streets by Milton Keynes Council. A list of streets can be obtained at [www.milton-keynes.gov.uk/Licensing](http://www.milton-keynes.gov.uk/Licensing) and clicking on the Street Trading link.

Boroughwide Consents may be granted initially for a maximum of 3 hours trading in every 24 hours and only allow for up to 20 minutes trading in any 100 metre part of any one Consent Street on any one day. You can apply for more hours trading after 21 days. All Boroughwide Consents are renewable annually and can only be given to persons aged seventeen and over. Commercial need will be a relevant consideration when considering the application.

1) I, the undersigned ..... Date of Birth .....

of address.....

.....

Telephone No ..... Email.....

hereby apply under the provisions of the Local Government (Miscellaneous Provisions) Act 1982 to the Milton Keynes Council for Boroughwide Consent to trade.

2) The type of trade that will be carried out on the Consent Streets is:

.....

3) I will be trading under the name of: .....

4) **\*Days & Times of Trading (New applications are limited to 3 hours trading per day):**

.....

**\*Permit number (if renewal application):**.....

5) The registration number of the vehicle intended to be used:.....

6) Are you subject to any restrictions in respect of your employment in the UK...Yes  No

Do you require a work permit:.....Yes  No

7) Are you employing anyone subject to any restrictions in respect of their employment in the UK:  
....Yes  No

Do they require a work permit:...Yes  No

8) Fee Table:

The fee structure is payable in two phases, an initial application fee and when the consultation finishes, a grant fee based on the hours you are permitted to trade each day

Application	Application Fee	Grant Fee	Total Fee
New (maximum 3 hours)	£637	£51 per hour	Variable
Renewal - 1 hour trading per day	£550	£51	£601
Renewal - 2 hours trading per day	£550	£102	£652
Renewal - 3 hours trading per day	£550	£153	£703
Renewal - 4 hours trading per day	£550	£204	£754
Renewal - 5 hours trading per day	£550	£255	£805
Renewal - 6 hours trading per day	£550	£306	£856
Renewal - 7 hours trading per day	£550	£357	£907
Renewal - 8 hours trading per day	£550	£408	£958
Renewal - 9 hours trading per day	£550	£459	£1009
Renewal - 10 hours trading per day	£550	£510	£1060

9) Checklist:

I have	Please tick <input checked="" type="checkbox"/> yes
<ul style="list-style-type: none"> <li>Enclosed a copy of a valid certificate of insurance covering third party and public liability risks of up to £1,000,000.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Enclosed a current MOT certificate and insurance documents where a motorised vehicle will be used for street trading.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Enclosed a completed Disclosure of convictions and declaration form and a DBS check for the street trading applicant and any staff involved in customer service (check must be dated within 3 months of the application).</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Enclosed photos of the street trading vehicle or unit (all sides and serving interior).</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Enclosed a completed Registration of a Food Business Establishment form. N.B. A food <b>hygiene rating of at least a 3</b> for the food mobile is mandatory in accordance with the Street Trading Policy. If this rating was issued by another authority then you will need to provide proof of this.</li> </ul>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>I enclose the prescribed fee (see table above) (N.B Cash not accepted, cheques payable to MKC.)</li> </ul>	<input type="checkbox"/>

**ALL APPLICATIONS ARE SUBJECT TO A 28 DAY CONSULTATION PERIOD.**

**Please note if the application is refused and there is no right of appeal against any council decision made in respect of a street trading consent. It is your responsibility to obtain separate permission from the landowner concerned whether this application is granted or not (including when the land is under Council control / ownership). A consent does not confer the right to trade in any place contrary to parking restrictions imposed by Highway, Road, Traffic or similar legislation.**

Signed:.....

Date:.....

Print Name:.....

**Please send applications to: Licensing Team, Civic Offices, 1 Saxon Gate East, Central Milton Keynes, MK9 3EJ**

Guidance

Before you go to the expense of applying you are strongly advised to speak to the various bodies that the Licensing team consult on any application received. This is because you may not get your application fee back if the application is refused and it would be worthwhile finding out if objections are likely to be received before you apply.

The main bodies that are consulted on applications are:

- a) The local Town / Parish Council in whose area you are planning to trade.
- b) The Environmental Health Division - 01908 252398.
- c) Thames Valley Police - 01908 686142.
- d) Highways (where you are trading on the road / road side) – 01908 252700.
- e) The Council Dept who manages the land concerned (where you believe you are seeking to trade on Council land).
- f) The Councils Estates Division for car parks / community halls / shops where they are nearby to your proposed trading location – 01908 252353.
- g) The Milton Keynes Councillor for the area concerned.
- h) The landowner where you are on private land.
- i) In addition, you should also consider if your trading location is likely to cause a traffic / road safety issue as this will be taken as a relevant factor on any application.

Where an e-mail address is provided, we will send all correspondence about this application and any permit granted to this e-mail address. Please let us know if you would prefer communication by post.

MKC collect and use information about you so that we can provide you with council services. Full details about how we use this data and the rights you have around this can be found at [www.milton-keynes.gov.uk/privacy](http://www.milton-keynes.gov.uk/privacy). If you have any data protection queries, please contact the Data Protection Officer at [data.protection@milton-keynes.gov.uk](mailto:data.protection@milton-keynes.gov.uk)