



Borough of Pendle
Licensing Section
Planning, Building Control and Regulatory Services
Town Hall, Market Street, Nelson BB9 7LG
Tel: 01282 – 661987
Email: licensing@pendle.gov.uk

SCHEDULE 4 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982
APPLICATION FOR STREET TRADING CONSENT

You are advised to read the Council's Street Trading Policy before completing this form.

It is against the law to trade on the streets of Pendle, without first having obtained the appropriate consent.

Pendle Borough Council requires the fee to accompany the application for the grant / renewal of a street trading consent. However, if a consent is refused, the fee will be refunded.

Is this application:

- ☐ NEW
☐ Renewal (current licence number _____)

Section A. - Applicant Details

Full Name of Applicant(s)	
Date of Birth	
Full Home Address	
Telephone Number(s)	
Email Address	

SECTION B. - Details of trading business

Trading Name	
Description of articles to be sold	
Full names / Date of Birth / Address of ALL employees	
***** FOR ALL FOOD TRADERS *****	
Which Local Authority is your business registered with?	
Address of any premises to be used for the storage of food (including own home address):	
Name / Address of occupier of above	

SECTION C. - Vehicle Details

1. Make / Model / Type of vehicle(s) used	
2. Registration Number	
3. Address where vehicle / unit kept	
4. Name / address of vehicle owner (if different to applicant)	

Section D. - Trading details

1. Name of ALL streets / towns where you intend to trade Continue on separate sheet if required	
2. Trading days & times	

Section E. - Declaration

<input type="checkbox"/> Make this application and hereby apply for a Street Trading Consent under the Local Government (Miscellaneous Provisions) Act 1982 and agree to comply with Pendle Borough Council's applicable Conditions	
<input type="checkbox"/> I understand that my application will be notified to local councillors of the area I wish to trade within for their comments, and my application may be determined at a meeting of the appropriate Council Committee.	
<input type="checkbox"/> I agree to undertake any Child Sexual Exploitation (CSE) training as offered by the Council prior to the grant of the Consent.	
<input type="checkbox"/> I declare that to the best of my knowledge and belief, the particulars are complete and correct in every respect.	
<input type="checkbox"/> I have not previously been refused or had revoked a Street Trading Licence or Consent by Pendle Council or any other Local Authority.	
<input type="checkbox"/> I UNDERSTAND THAT I AM UNABLE TO TRADE / SELL UNTIL MY CONSENT / LICENCE IS GRANTED BY PENDLE COUNCIL LICENSING SECTION	
<u>I have enclosed the following:</u>	
<input type="checkbox"/> Basic DBS Certificates for myself (as the applicant) and any employees which are less than 30 days old (or with a code for the Update Service if enrolled along with an Enhanced Certificate)	
<input type="checkbox"/> 1 x Passport size photo for the applicant / all employees (less than 3 months old) (to be attested stating the true likeness of the applicant / employees)	
<input type="checkbox"/> Vehicle / driver documents (V5 logbook, MOT, appropriate vehicle insurance covering Street Trading, Driving Licence and DVLA check code)	
<input type="checkbox"/> Food Registration Certificate for the business / in the process of obtaining (registration required)	
<input type="checkbox"/> Public / Employers Liability insurance covering the activity in the name of the applicant / business.	
<input type="checkbox"/> Appropriate fee	
Signature:	
Date:	
Print Name:	

STREET TRADING CONSENT – DRIVING LICENCE CHECK

(Schedule 4 Local Government [Miscellaneous Provisions] Act 1982)

As part of the Council's Street Trading Policy we are empowered to check applicants' driving licence details, for those who use moving vehicles e.g. ice cream vans. With the abolition of the Driving Licence Counterpart in June 2015 we now do this check online on the GOV.UK website.

There is no charge for this, however to do this, we need the following details from you:

1. Last 8 characters of your DVLA Driving Licence Number:

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2. Your licence 'check code'

Accessible from <https://www.gov.uk/view-driving-licence>

To get this code, you will need your Driving Licence Number, National Insurance Number and the postcode which appears on your driving licence.

(The code is case sensitive; please enter carefully or PRINT OFF or email to Licensing)

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The code is only valid for 21 days.

Please enter the date you generated it below, so we know how long we'll have to access the information. If there is not enough time, we may ask you to generate another code.

Date code generated: _____

I give consent for my Driving Licence details to be checked on the DVLA database.

Please sign: _____

REMINDER: we only need this from you if you operate a moving vehicle for the purposes of street trading e.g. ice-cream van.

<https://www.gov.uk/view-driving-licence>

<https://www.gov.uk/check-driving-information>

Safeguarding Awareness Training Course

(From 19th February 2025)

- 1) [Please click or paste the link onto your web browser below:](#)

<https://app.melearning.co.uk/auth/validate-key>

Type in Register Key: **FBMPTYSJ**

- 2) Select the above link to register for the course or to log into your account if you already have one.
- 3) On the registration form there is a drop-down box for the 'organisational unit'. Please select '**External Organisation**' for this field. Please type in Organisation name '**Pendle Borough Council**'
- 4) It is important that you log into your account once created as it may time you out.
- 5) Once you have registered you need to complete the 'Safeguarding Awareness' course yourself.
- 6) Once you have completed the course, send the certificate together with your application by post / email to:
licensing@pendle.gov.uk

Safeguarding Awareness

Safeguarding practices help to create a safe and happy environment for everyone. This course explores the different types of abuse (both child and adult), your role in preventing abuse, as well as how to act on any concerns you may have.

Digital Learning for all modules

Recognising the signs of child abuse

Time: 00:30

Child abuse and neglect have immediate and long-term consequences for those involved. While the injuries from physical abuse can heal, research suggests that impact from abuse can have longstanding effects into adulthood. This module examines the different types of child abuse and exploitation, as well as how to act on any concerns you may have.

Your role in reporting and preventing child abuse

Time: 00:20

Children's safeguarding is relevant to everyone, even people who don't work directly with children. This course aims to discuss legislation relating to children's safeguarding, as well as how to identify child abuse, and the best practice for reporting any suspected abuse.

Recognising the signs of adult abuse

Time: 00:25

Abuse is a violation of an individual's human or civil rights and can take many forms. This module will highlight the different types of abuse as well as inform about adult safeguarding, how to identify harm and keep vulnerable adults safe while empowering them to live as they choose.

Your role in reporting and preventing adult abuse

Time: 00:20

Whether you work in care or come across vulnerable individuals in your work, safeguarding is everyone's responsibility. This course will highlight how to recognise abuse as well as inform about adult safeguarding legislation, and how to report any suspected harm or wrongdoing while empowering the individual to live as they choose.