



Application for Pavement Licence

APPLICATION DETAILS	
Full Name of Applicant	Faith Carter
Home Address Of Applicant (If Applicable) Please include Post Code	43 North Road, Rugby, Clifton Upon Dunsmore, CV23 0BN
Telephone Number	
Mobile Number	
Email Address	faith@bakedbrowniesuk.co.uk
ORGANISATIONAL DETAILS	
Name of Business / Organisation	BAKED BROWNIES UK LTD
Address of Business / Organisation (Head office if Applicable)	26-27 High Street, Rugby, CV21 3BW
DEFINITION OF THE PROPOSED AREA AND FURNITURE	
Please provide the full address of the proposed area proposed for Pavement licence	26-27 High Street, Rugby, CV21 3BW
Have you enclosed a plan clearly showing the proposed area covered by the licence in relation to the highway, if not to scale, with measurements clearly shown and show areas of eating or drinking which will be smoke free	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please detail the number of tables you wish to provide and dimensions	4-6 Tables
Please detail the number of chairs you wish to provide and dimensions	10-12



Application for Pavement Licence

Width of existing pavement outside your business	9FT		
Do you intend to provide umbrellas and / or parasols?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you intend to provide a canopy fixed to your premises?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you intend to provide outdoor heating appliances?	N/A		
Please detail the number of bins you intend to provide?	No bins needed outside, Staff to clear tables immediately after use		
Please provide details of any other items of furniture you intend to use as part of your application and how you intend to enclose your outdoor café area e.g. barriers, lighting equipment etc.	We may put planters and a sign outside but for now just the tables		
N.B. You must provide details of all furniture to be used as part of the application ,including pictures and dimensions along with any other supporting documentation			
TRADING DAYS and HOURS			
Please indicate the times when you would like the pavement café to be open (Please use 24 Hr clock) <i>Pavement café licence will normally only be granted between the hours of 09.00 to 23.00 hrs</i>	DAY	OPEN	CLOSED
	Monday		x
	Tuesday		x
	Wednesday	8-5	
	Thursday	8-5	
	Friday	8-5	
	Saturday	8-4	
	Sunday	9-2	
The proposed duration of the licence 3 months, 6 months, 12 months or until September 2021	12 months +		
MANAGEMENT PLAN			
Please use the boxes below to detail how you propose to manage the pavement licence if alcohol is consumed. Please use additional paper if necessary			
Public Order	No alcohol consumed (Coffee shop)		
Public Nuisance	No alcohol consumed (Coffee shop)		



Application for Pavement Licence

Public Safety	No alcohol consumed (Coffee shop)
Crime and Disorder	No alcohol consumed (Coffee shop)
PUBLIC LIABILITY INSURANCE	
Have you obtained public liability Insurance covering your business, including the proposed pavement café area, for up to £5,000,000	Yes <input type="checkbox"/> No <input type="checkbox"/>
Insurance company name	Simply Business
Expiration date	11nMarch 2026
STANDARD CONDITIONS	
Please provide confirmation read & understood standard conditions	Yes <input type="checkbox"/> No <input type="checkbox"/>
I confirm that I will / have displayed the required public notice for a period of XXX consecutive days beginning with the day after I submit my application to the licensing section.	e.g a photo
DECLARATION	
I hereby apply to Rugby Borough Council for and on behalf of the above named Business / Organisation under the Business and Planning Act 2020: provision of recreation and refreshment facilities by Councils for a pavement licence	
I declare that to the best of my knowledge and belief the above particulars are correct and that I will comply with the terms and conditions of any pavement licence issued by Rugby Borough Council as a result of this application. I confirm that I am over 18 Years of age.	
Signed (Applicant)	F. CARTER
Dated	2/5/2025



Application for Pavement Licence

Please ensure that you have enclosed the following documentation with your application

1. Fee of £60.00 (call the council's contact on (01788) 533533 to pay by credit/debit card)
2. Copy of your public liability Insurance
3. Site Plan on scale 1:100 detailing the proposed area along with dimensions
4. Photographs and Dimensions of all furniture to be used (including table, chairs and barriers)
5. Photographs and dimensions of any outdoor heaters to be used (if applicable)
6. Photographs and dimensions of any additional lighting equipment to be used (if applicable)
7. Photographs and dimensions of any litter bins to be used
8. Copy of public notice to be displayed on the premises

Failure to supply any of the required documents may result in the return of your application or rejection

Please return your completed Application form to Rugby Borough Council via e mail only to Licensing@rugby.gov.uk