



Date of application - 20/02/2025

End date of consultation period - 06/03/2025

PART B: Particulars of Premise

Premise name	16 High Street
Type of Premise	Community Hub
Address:	16 High Street Harrogate HG2 7HY
Telephone number:	01423888777

PART C: Proposed Cafe Area

Dimensions of area: Metres (width) by	2.30
Metres (depth)	1.50
Does the area extend beyond the frontage of your own premise?	No
If YES please submit written confirmation from your neighbour(s) of their agreement to your proposal to use the space in front of their premise	
Does your proposal leave a 2.0 metre wide unobstructed pedestrian route? (See Design Guide)	Yes
If NO , please explain why. NB: Cafes which do not leave a 2.0 metre wide unobstructed pedestrian route will only be approved if there are mitigating circumstances.	

PART D: Type of Equipment

Proposed number of tables?	2
Proposed number of chairs?	4
Do you propose to use parasols?	No
If YES , how many?	
Please provide details of proposed tables/chairs/parasols giving design information, dimensions and colour (see Design Guide) and include appropriate risk assessments.	2 x Grey metal tables circular approximately 2ft diameter 4 x Chairs grey metal with rattan seats.

PART E: Means of Enclosure

Are you intending on having decking, a raised platform or a temporary structure?	No
By what means is the proposed cafe to be enclosed?	A large free standing flag adjacent to the chairs and tables to identify the area to the general public. Put in place for the purpose of the photos and showing the set up in the attached photos.
Please provide photographs or manufacturer's illustration of barriers and/or planters if possible (see Design Guide)	sandbox-files://67b6f917e54a1261292888, sandbox-files://67b6f920b4eb3404846728
Attach plan here	sandbox-files://67b6faf784781048687168

PART F: Plan Requirements

A plan must accompany this application showing the following details:

(a) The outline of your building with accesses, including emergency accesses, clearly marked;

(b) The outline of adjacent building(s) if your cafe area is to extend in front of your neighbour's premise;

(c) The location of the kerb line;

(d) The position of any street furniture, for example, lamp posts, litter bins, trees, bollards, pedestrian crossings, etc;

e) Measurements clearly marked;

PART G: TIMES, DURATION & OPERATION

Season (if applicable)	
Days of the week:	Monday, Tuesday, Wednesday, Thursday, Friday
Monday - Open	10:00
Monday - Close	17:00
Tuesday - Open	10:00
Tuesday - Close	17:00
Wednesday - Open	10:00
Wednesday - Close	17:00
Thursday - Open	10:00
Thursday - Close	17:00
Friday - Open	10:00
Friday - Close	17:00
Saturday - Open	
Saturday - Close	
Sunday - Open	
Sunday - Close	

PART H: ADDITIONAL DETAILS

1.) Have you taken the needs of disabled customers into consideration?	Yes
2.) Is your building listed or within a conservation area? (see Design Guide)	No
3.) If you are unsure, the Planning Department can advise you further, contact: customerservices.har@northyorks.gov.uk or telephone: 0300 131 2131. Alternatively, you could visit www.northyorks.gov.uk and fill out a contact us form	
4.) Have you reviewed your staffing situation to ensure that you have sufficient staff to adequately manage the increased cafe area?	Yes
5.) Have you put a cleaning schedule in place? (see Design Guide)	Yes

6.) Do you currently have public liability insurance of £5,000.000 (five million pounds) and are you prepared to indemnify the council against any claims arising from the cafe being located on the highway?

Yes

7.) Have you completed a risk assessment to identify risks to your staff and customers from COVID-19 and documented suitable control measures?

Yes