



# London Borough of Hounslow

## London Local Authorities Act 1990 (as amended)

### Application for the Grant / Renewal of a Temporary Street Trading Licence

- All questions to be answered in full
- All applicants should provide proof of identity – copy of passport, drivers licence photo card, (other official ID card with a photo & a copy of a recent utility bill (this will meet the money laundering requirements and the council undertaking due diligence.
- All applicants **MUST** complete section 1 & 2
- Applicants for a shop front display or a stall **MUST** complete sections 1,2,3 & 6
- Applicants for pavement cafes (placing tables and chairs on the highway) **MUST** complete sections 1,2,4 & 6
- Applicants for 'A' boards **MUST** complete sections 1,2,5 & 6
- All applicants **MUST** submit an accurately drawn plan to the scale of 1:2500 of the area to be applied for. (*alternative sized plans may be accepted subject to prior agreement with the licensing manager*)
- All applicants **MUST** submit photographs for the area to be applied for.
- All applicants **MUST** check with the planning team if planning consent is required prior to submission of an application
- **L B Hounslow is under a duty to protect the funds it administers and to this end may use the information that you have provided to this authority for cross system and cross authority comparison purposes for the prevention and detection of fraud.**

I/We hereby apply to the London Borough of Hounslow under the above-mentioned Acts, to be licenced for Street Trading.

### SECTION 1 – Applicant Details

*(Please complete if applying as a company)*

Please state the trading name of your company

**HOUNSLOW HEATING & PLUMBING SUPPLIES LTD**

Registered address of company

Town **Hounslow**

Postcode **TW4 7DF**

Tel No:



Email:



Please state Company Registration No. **3638019**

What type of company

**LIMITED**

*(Please complete if applying in person)*

Title: Mr/Mrs/Ms/Other (please specify)

Forename(s):

Surname:

Private Home address:

Town:

Postcode:

Telephone No:

Email:

National Insurance No:

Date of Birth:

Place of Birth:

## **SECTION 2 – Business Details**

If you are selling food, you **MUST** be registered as a food business with Local authority where your business is based.

Are you intending to sell food? **NO**

If yes, please provide evidence that you are registered as a food business

**Date of Registration: NOT APPLICABLE**

**Local Authority: NOT APPLICABLE**

You **MUST** hold a Level 2 Qualification in Food Safety in catering awarded by an accredited organisation such as the Chartered Institute of Environmental Health, Royal Society for Public Health or Highfield ABC. Your certificate should have been obtained in the last 3 years. *(Please include a photo copy)*

**Certificate No: NOT APPLICABLE**

**Date of Issue: NOT APPLICABLE**

Please state what type of food you intend to sell, and how and where the food you intend to sell will be produced? **NOT APPLICABLE**

It is a requirement that you **MUST** have public liability insurance for a minimum of £2,000,000 *(please provide a copy of the certificate)*

**Certificate No:**

**Date of Issue:**

**Date of Expiry:**

It is a requirement to provide evidence on how you intend to remove trade waste from the site:

**Waste Contract No:**

It is a requirement that you provide evidence on how you will transport fresh water to the site and how you intend to dispose of the waste water.

**Please state details here:**

How do you intend to provide power to your site?

Please provide safety certificates for Generators, electrical equipment and Gas Cylinders

You **MUST** provide an A4 hand drawn plan of the area to be licenced

Plan Attached:



You **MUST** provide photographs of the proposed licensed area

Photos attached:



Do you hold or have ever held a street trading licence in the L B Hounslow? **YES/NO**

(If yes Please give details Inc., Number, location and dates)



## SECTION 4 - Pavement Café/Tables & Chairs

Name of premises	
Address	
Town:	Postcode:
Telephone No:	Email:
Size of area to be used for the pavement café/seating area (measurements in Metres)	
<b>Depth:</b>	<b>Width:</b>
Trading Times:	
Monday	.....am - .....pm
Tuesday	.....am - .....pm
Wednesday	.....am - .....pm
Thursday	.....am - .....pm
Friday	.....am - .....pm
Saturday	.....am - .....pm
Sunday	.....am - .....pm
Where will the tables & chairs be stored at the end of trading hours?	

## SECTION 5 – ‘A’ Boards or other Display Objects

Name of premises	
Address	
Town:	Postcode:
Telephone No:	Email:
Size of area to be used for the 'A' Board/s ( <i>measurements in Metres</i> )	
<b>Depth:</b>	<b>Width:</b>
Trading Times:	
Monday	.....am - .....pm
Tuesday	.....am - .....pm
Wednesday	.....am - .....pm
Thursday	.....am - .....pm
Friday	.....am - .....pm
Saturday	.....am - .....pm
Sunday	.....am - .....pm
Where will the 'A' Board or Display Objects be stored at the end of trading hours?	

## SECTION 6 – Applicant Declaration

I/We declare that:

The details contained within this application form are true to the best of my/our knowledge and belief.

I have attached an accurate plan of the area to be licensed as required.

I have attached photographs of the area to be licensed as required.

(Stall applicants only) I have attached/enclosed a full-face photograph of the applicant and any employee/s.

I have attached and provided evidence of food registration.

I have attached evidence of up to date Level 2 Food Safety in catering award

I have attached and provided evidence of a waste contract if required

I have attached and provided evidence of public liability insurance

I have attached and provided evidence of safety certificates for equipment

Payment of application fee: BACS

In the reference field please put payment code **C5361 V144** so it goes into the correct account. Then once you have the confirmation screen, please send a screen shot to me [licensing@hounslow.gov.uk](mailto:licensing@hounslow.gov.uk) as confirmation of the payment. **Please note until the Licensing Team have that confirmation we will be unable to process your application.**

### Re: Bank Account Details for BACS payment

National Westminster Bank, 275-277 High Street, Hounslow, TW3 1ZA

Full Company Name: London Borough of Hounslow

A/C Name: LB Hounslow Main Account

A/C No: 20364814

Sort Code: 60-11-18

IBAN: GB79NWBK60111820364814

SWIFT BIC: WBKGB2L

I request a call to take a card payment of the application fee

I understand that if I do not complete the appropriate sections of the application form and provided the required information my application will be rejected.



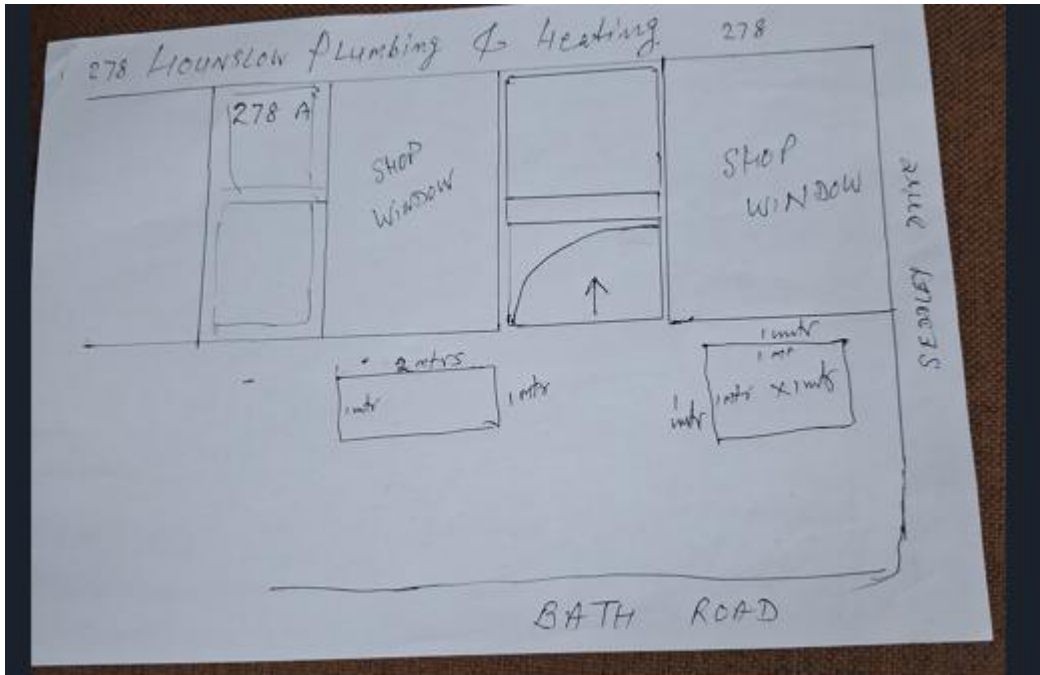
**Signature of Applicant** DS KHOSA **Date:** 02/04/2026

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**Please return completed form to:**

**London Borough of Hounslow  
Community Enforcement and Regulatory Services - Licensing  
7 Bath Road  
Hounslow  
TW3 3EB**

**Email - [licensing@hounslow.gov.uk](mailto:licensing@hounslow.gov.uk)**





# London Borough of Hounslow

Licence No. SFD137527/2025-2026

## London Local Authorities Act 1990 Street Trader's Licence

The council of the London Borough of Hounslow hereby grant to

## Hounslow Heating & Plumbing Supplies Ltd

a licence to engage in street trading in the Borough.

This licence authorizes the holder to trade solely in the articles, and in the manner, and at the place and times specified in the Schedule to the licence and is granted subject (1) to the provisions of the London Local Authorities Act 1990 and by any Byelaw and Regulation made by the Borough Council; (2) to any other statutory enactment which is in force for the time being.

The licence unless revoked by or surrendered to the council, shall continue in force,

**From: 26<sup>th</sup> September 2025      Until: 25<sup>th</sup> March 2026**

This licence is the property of Hounslow Council and must be kept available for production on demand.

Andrew Devine  
Regulatory Manager

Regeneration, Housing & Environmental Services - Licensing  
London Borough of Hounslow  
Hounslow House, 7 Bath Road, Hounslow, TW3 3EB

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## SCHEDULE

**Description of articles to be placed outside:** Wheelbarrow, wheelie bin, manhole.

**Premises:** Hounslow Heating & Plumbing, 278 Bath Road, Hounslow, TW4 7DF

**Measurements of the 2 designated areas either side of the main entrance:** 1.0m in depth by 1.0m in width.

**Days:** Monday to Saturday

**Times:** 07:00 to 18:00

# Standard Temporary Street Trading conditions:

1. A minimum unobstructed footpath width of 1.8 metres must be left clear and available and free from obstruction to allow for safe and convenient pedestrian movement. The distance in this respect is to be measured from the edge of the licensed area to any significant amount of street furniture (such as lamp posts, bollards, parking meters, fences etc) or to the kerbside or edge of the road in the absence of any street furniture as described. Where there is heavy pedestrian flow, additional footpath space may be required.
2. In respect of all street trading licences other than pavement café licences, only those tables, stalls, items or displays specifically applied for and authorised on this licence shall be permitted within the designated area. No other furniture of any description, other than litter receptacles shall be placed within the designated area.
3. The licence holder shall keep his trading location and the immediate area in a clean and tidy condition during the permitted hours and at the end of each daily period of use. The holder will ensure that appropriate precautions are taken to prevent the highway from becoming littered as a result of trading activity and shall provide a litter bin for their customers where necessary.
4. All displays, tables, chairs, and any other structures associated with this licence shall be removed at the end of each trading day.
5. In respect of all licences other than for a pavement café all items associated with the display shall be of sufficient quality and strength to be placed outside and shall be capable of withstanding the size, weight and shape of any items placed thereon. There shall be no sharp or jagged edges associated with any part of the display furniture.
6. No display items, tables, chairs, structures or goods associated with the display or pavement café shall be positioned in any way so as to obstruct the sight line of drivers of vehicles in and around the vicinity of the display or pavement café.
7. There shall be no playing of music or any amplified sound to any extent that may be perceived as causing a nuisance to neighbouring premises or any other person in the vicinity. The holder shall not use or permit any music playing, music reproducing or sound amplification apparatus or any musical instruments, radio or television receiving sets whilst trading under this Licence, unless varied by a special condition of this Licence.

8. No licence holder shall cause or permit a nuisance to be created by noise, smell or any other unreasonable form to be emitted or associated with the licensed pitch or display area in any way.
9. No electrical cables, wiring or any other like obstruction, shall be permitted to run along the ground in such a way as to create a trip hazard or which may be susceptible to mechanical damage.
10. In respect of all other street trading licences, the display, storage and offer for sale of goods and/or services are only permitted in respect of the item, items or category of merchandise specifically authorised by the licence.
11. In the event of a request by a Police Officer, an authorised Officer of the Council or an Officer of a relevant public utility, any tables, chairs, display equipment or goods, shall be removed immediately for whatever period is so required.
12. The holder(s) of this Licence (the holder), or any person employed to work on the stall must produce the Licence when required to do so by a Police Officer or a duly authorised officer of Hounslow Council (the Council).
13. No fencing walls or boundary markers of any kind shall be installed or erected at any time either in or around the designated trading area, without specific appropriate written authority from the local planning authority or relevant department/organisation.
14. No overhanging structures whether temporary or permanent, shall be permitted to be lower than a height of 2 metres and must at all times be adequately secured. Any such items are subject to permission under condition 19 above.
15. The term of the licence shall not exceed 6 months from the date of issue.
16. The issue of this licence does not give or imply any permission to supply or sell intoxicating liquor on the street
17. Only the goods and/or services agreed by members of the licensing panel at the time of licensing and which are listed on the licence shall be displayed or offered for sale in the outside licensed area at any time. The Licence Holder can only sell goods identified in the Licence to Trade. If he/she wishes to sell different or additional goods, he/she must apply for a new Licence to trade.
18. All goods shall be maintained in a reasonable and safe condition at all times.
19. Notice of application for a new or renewal of a street trading licence (including pavement café's) must be displayed in the window of the premises to which it relates, in such a manner so as to be clearly visible from the outside. Such notice must be at least A4 in size and will be displayed for a period of not less than 28 days from the date of application.

20. If possible, this Licence as issued must be displayed in a clearly visible position where it can be read by prospective customers. If this is not possible the Licence must be available for inspection when requested to do so by a Police Officer or authorised Officer of the Council.
21. This licence is not transferable and as such will cease to have effect should the licence holder cease to own or to be employed by the establishment. Unless acting as a Principal Licence Holder, the holder shall not transfer, assign or sublet this Licence, but he may surrender it at any time.
22. The granting of this licence, does not remove the right of the Local Authority to consider and if deemed appropriate, enforce any breaches of Highway Law, particularly that legislation relating to the obstruction of the public highway
23. The holder shall return this Licence to the Council's Licensing Services immediately on revocation or surrender.
24. The holder shall trade strictly in accordance with this Licence.
25. The holder shall notify Licensing Services immediately of any convictions or proceedings arising out of the use of this Licence.
26. The holder shall not cause any obstruction of the street or danger to persons using it. The holder shall not permit persons to gather around him or any van, cart, barrow, other vehicle or stall included in this Licence so as to cause a nuisance, annoyance or danger to any persons lawfully using the street. Trading at the site defined in the Licence to Trade must not cause any risk to public safety and must comply with the conditions detailed in the section of this guide called "Site Assessment".
27. The holder shall not place on the street, or affix to any equipment placed on the street, any advertising material, unless varied by a special condition of this Licence.
28. The holder shall not fix any equipment, nor make any excavations or indentations in the surface of the street.
29. The holder shall not use the street for any trading purpose other than as permitted by this Licence.
30. The holder shall not place on the street any furniture or equipment other than that permitted by this Licence. All such furniture or equipment must be maintained in a clean and tidy condition, and must not obstruct the entrance to, or exit from, any premises.
31. The holder shall not do anything in the street which may cause danger, nuisance or annoyance, damage or inconvenience to the Council, any adjacent/neighbouring premises, or to members of the public.

32. The holder shall indemnify the Council and their agents, servants, workmen etc. from and against all proceedings, damages, claims or expenses in respect of an injury (including personal injury) which may be sustained in connection with the trading pitch and the provision of facilities under this Licence.
33. Licence Holders shall have and maintain a proper insurance policy against public liability and third-party risks. The minimum insurance cover shall be £2,000,000 and shall cover the operator's vehicle, or stall and any additional equipment under their control. If food is sold the insurance shall specifically include cover against food poisoning to the same amount. The insurance certificate or cover note shall be produced to the City Environmental Health Officer before the Street Trading Licence is issued. Proof of cover must be produced to an officer of Hounslow Council as required.
34. The holder must obtain permission from the appropriate authority (where relevant) or the Council's Highways Department and Licensing Manager or Head of Business Regulation, if they wish to utilise electrical power taken from the mains or a generator.
35. The Council may revoke this Licence at any time and shall not be liable to pay any compensation to the holder in respect of such revocation.
36. The holder shall return any Council issued identification badges and licences to Licensing Services immediately on revocation or surrender of this Licence.
37. The holder shall pay the street trading fees in advance unless an agreement is sought to enable payments to be paid by direct debit.
38. The Council will not grant a Street Trading Licence to persons under the age of 17 years and no person employed by a Licence Holder to assist him/her in the street trading shall be under the age of 16 years.
39. A Street Trading Licence cannot be transferred or sold to another person except that the Licence may be transferred to a member of the Licence Holder's immediate family in the event of the Licence Holder's death or incapacity on payment of a fee. The sub-letting of a pitch is prohibited. Discuss in relation to permanent stalls.
40. The Licence Holder must be the principal operator and have day to day control of the stall/vehicle. The Licence Holder may employ any other person to assist in operating the stall/vehicle and shall notify the Head of Business Regulation/Licensing Manager of the name and address of that person.
41. Licence holders shall ensure that disabled people and wheelchair users can be adequately served. This may involve serving persons from outside the vehicle, stool, or trading area.
42. All Licence Holders shall take such precautions as necessary to ensure the safety of the public and themselves when carrying out their business. It is advisable to carry out a simple risk assessment to assess any possible risks and take steps to mitigate or eliminate the identified risk. It may be something as simple as a poorly assembled

stall or something placed by the stall that someone may trip over. It is advisable to have in your possession a basic first aid kit and one serviceable mobile phone if the emergency services need to be contacted quickly.

43. No poster, advertisement, signage or decoration of an unsuitable material or nature shall be displayed, sold, or distributed on or about the vehicle or premises. For the purpose of this condition, material is unsuitable if in the opinion of an Officer of the Council authorised under the appropriate legislation, it is indecent, scandalous, offensive or likely to be harmful to any person likely to apprehend it. Material may also be considered to be unsuitable if it is of such a nature as to distract motorists driving on the highway.
44. The licence holder must inform the Council of a change in his/her home address during the period of the licence within seven days of such a change taking place.