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BUSINESS AND PLANNING ACT 2020 APPLICATION FOR THE RENEWAL OF A PAVEMENT LICENCE

1. APPLICANT DETAILS	
Name of applicant: COSTA LIMITED (persons/s/company who will be considered the licence holder)	
Address: 3 Knaves Beech Business Centre, Davies Way, Loudwater, (registered office if applicable)	
Post Town: High Wycombe	Post Code: HP10 9QR
Phone (Home): [REDACTED]	Phone (Mobile): [REDACTED]
Email: [REDACTED]	

2. BUSINESS PREMISES DETAILS	
Premises Name: Costa Coffee	
Address: Meridan Centre, 16 West Street	
Post Town: Havant	Post Code: PO9 1UW
Pavement Licence Number: N.B The Licence, when granted, is personal to the named licensee/business and cannot be re-assigned. If the named licensee/business changes, a new licence will be required and the appropriate fee will be charged.	PL 0009
Premises Licence number issued under the Licensing Act, if any	HPR or HPN
Which of the following is the premises used for?	
Use as a public house, wine bar or other drinking establishment	Yes ☐
Other use for the sale of food or drink for consumption on or off the premises	Yes ☒
Both of the above uses	Yes ☐

3. CONFIRMATIONS	
I have checked and confirm the area of highway proposed to be used have not changed from as previously applied for.	Yes ☒ No ☐
I have checked and confirm the dimensions for the area required have not changed from as previously applied for.	Yes ☒ No ☐
I have checked and confirm the numbers and style of furniture have not changed from as previously applied for.	Yes ☒ No ☐
I have checked and confirm the days and times proposed to place furniture on the highway have not changed from as previously applied for.	Yes ☒ No ☐
I confirm that the owner of the land is Hampshire County Council. <i>If the land is owned by Havant Borough Council, you will need consent from the Property Team.</i> <i>If the land is owned by a private landowner, you will need consent from that landowner.</i>	Yes ☒ No ☐

4. RELEVANT PURPOSE THE APPLICATION RELATES TO	
Which of the following relevant purposes do you wish to put furniture on the highway for?	
To sell or serve food or drink supplied from, or in connection with relevant use of, the premises.	Yes ☐ No ☐
For the purpose of consuming food or drink supplied from, or in connection with relevant use of, the premises.	Yes ☒ No ☐
Both of the above purposes.	Yes ☐ No ☐
Is it intended for any other sales to take place on the Highway? <i>If Yes, you may require Street Trading Consent from Havant Borough Council.</i>	Yes ☐ No ☐

5. CHECKLIST	
I confirm that I have:	
Attached a location plan, scale 1:1250 which: 1. Indicates the position of proposed furniture in relation to the premises and 2. The position in relation to any other premises Please read guidance notes regarding how to obtain a plan.	Yes ☒
Attached a licensed area plan, scale 1:100, (including measurements) showing the extent of the furniture to be placed on the highway which indicates the proposed siting of the furniture within the area showing smoking and non-smoking areas where relevant. Please read guidance notes regarding how to obtain a plan.	Yes ☒
Attached photos/brochures showing the proposed type of furniture.	Yes ☒
Supplied a copy of my Third Party Public Liability Insurance confirmation in the sum of £5 million.	Yes ☒
Understood that my application will not be complete until all the above documents have been submitted and the application fee has been paid. Licensing will contact you with any outstanding requirements before taking telephone payment and confirm whether the application is complete. Fees can be found at https://www.havant.gov.uk/budgets-and-spending/prices-council-services	Yes ☒

Understood that the white public notice in connection with this application must be displayed in a prominent place in the front window of my premises for 14 days beginning the day after a complete application is submitted. I will provide photographic evidence that this has been done.	Yes ☒
Noted the guidance at Pavement licences: guidance - GOV.UK (www.gov.uk) https://www.gov.uk/government/publications/pavement-licences-draft-guidance	Yes ☒
Signed the declaration below.	Yes ☒

6. DECLARATION BY APPLICANT

I declare that I have checked the information on this application and to the best of my knowledge and belief it is correct. I understand that I must undertake to comply with the legislation, byelaws, policy and conditions of licence as are now, or may hereafter be in force, for regulating pavement licences with Havant Borough Council.

Signature:

[REDACTED]

Print Name:

[REDACTED]

Date:

05/08/2026