

Pavement Licence Application

BUSINESS AND PLANNING ACT 2020	APPLICATION FOR THE GRANT OF A PAVEMENT LICENCE
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(Please read the guidance notes at the end of this form when completing it)

SECTION 1: APPLICANT DETAILS (INDIVIDUAL APPLICANTS)

Title:	First name(s):	Surname:
Postal Address:		
Post Town:	Post Code:	
Phone (Home):	Phone (Mobile):	
e-mail address:		
Date of Birth:	NI number:	

SECTION 2: APPLICANT DETAILS – OTHER APPLICANTS (eg companies)

Name: Loungers UK Limited	
Registered Address: 26 Baldwin Street Bristol	
Post Code: BS1 1SE	
Phone (daytime):	Phone (Mobile):
e-mail address: [REDACTED]	
Registered number (where applicable): 04595806	

SECTION 3 – BUSINESS PREMISES DETAILS

Trading Name:

Liberto Lounge

Postal Address:

Unit C1 Magna Square

Egham

Post Code: TW20 9FE

SECTION 4 – USE OF THE BUSINESS PREMISES

Which of the following is the above business premises used for? (please select **ONE** of the following options)

Use as a public house, wine bar or other drinking establishment	☐
Other use for the sale of food or drink for consumption on or off the premises	☐
Both of the above uses	☒

SECTION 5 – AREA OF HIGHWAY PROPOSED TO BE USED

Please provide a description of the area of the highway to which this application relates:
(Please note you are also required to submit a scale plan of this area with your application)

The area immediately to the front of the premises, as per the current licence.

SECTION 6 – RELEVANT PURPOSE THE APPLICATION RELATES TO:

Which of the following relevant purposes do you wish to put furniture on the highway for?
(please select **ONE** of the following options)

To sell or serve food or drink supplied from, or in connection with relevant use of, the premises

For the purpose of consuming food or drink supplied from, or in connection with relevant use of, the premises

Both of the above purposes

✓

SECTION 7: DAYS AND TIMES

During what times do you propose to place furniture on the highway on each of the following days:
Please use the 24hr clock, e.g. 10:00 to 20:00.

	Mon	Tues	Wed	Thu	Fri	Sat	Sun
From	09:00	09:00	09:00	09:00	09:00	09:00	09:00
To	22:00	22:00	22:00	22:00	22:00	22:00	22:00

SECTION 8 – FURNITURE TO BE PLACED ON THE HIGHWAY

Please provide a description of the furniture you propose to place on the highway
(Please note you are required to provide photographs or brochures of the proposed furniture with your application)

Tables and chairs, as per the existing licence.

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SECTION 9 – DATE OF APPLICATION

Please state the date that this application for a pavement license is being submitted	17/08/2026
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SECTION 10 – CHECKLIST FOR DOCUMENTS TO INCLUDE WITH APPLICATION

Please note that your application will not be considered complete and the public consultation period of 14 days will not begin unless all of the following documents have been submitted with your application.

A plan showing the location of the premises shown by a red line, so the application site can be clearly identified	
A plan showing the proposed area to be covered by the pavement licence in relation to the highway. The plan must show the number and position of the tables and chairs and any other items requested (e.g. barriers, planters). The plan shall include clear measurements of the pathway width, building width and any fixed item of existing street furniture in the proposed area (e.g. lamp posts, bollards). Measurements should demonstrate compliance with the 'no obstruction' national condition.	
Copy of current public liability insurance certificate	
Photos or brochures showing the proposed type of furniture	
Evidence of consent from neighbouring frontage(s) to use footway space outside their property (if applicable)	

SECTION 11 – DECLARATIONS BY APPLICANT

- I understand that I am required to **give notice of my application** in accordance with the requirements of the **Business and Planning Act 2020** and that failing to do so will lead to the revocation of any licence granted.
- I understand I must hold and maintain public liability insurance up to a value of £5million.
- I understand my application will not be considered to be complete until all the required documents and information have been provided and the application fee has been paid.
- I understand that the application fee paid is non-refundable if my application is refused or if any licence granted is subsequently surrendered or revoked.
- I understand that the Authority is under a duty to protect the public funds it administers, and to this end may use the information I have provided on this form for the prevention and detection of fraud. I understand that it may also share this information with other bodies responsible for auditing or administering public funds for these purposes.
- I declare that the information given above is true to the best of my knowledge and that I have not willfully omitted any necessary material. I understand that if there are any willful omissions, or incorrect statements made, my application may be refused without further consideration or, if a licence has been issued, it may be liable to revocation.
- I understand that the Authority is collecting my data for the purposes described on this form and will not be used for any other purpose, or passed on to any other body, except as required by law, without my consent.

Signature:



Print Name: Winckworth Sherwood LLP

Date: 17/08/2026

Fast Furniture



Image	Item	Colour	Price	Notes
1	Tables			
2		Narcisi 80cm	White	
3		Tonik Piano Top 70x70	  Coral Red Sage Green   Light Blue Pearly Gold	Please note that all square tables are made of 2 parts a top and a base and one cannot be ordered without the other
4		Elica Flip Base	  Coral Red Sage Green   Light Blue Pearly Gold	Please note that all square tables are made of 2 parts a top and a base and one cannot be ordered without the other
5	Chairs			
6		Narcisi Chair	White	Non-stackable

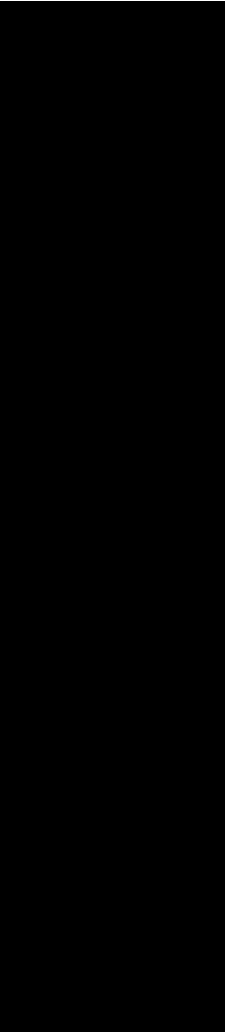
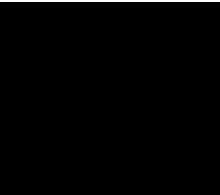
Image	Item	Colour	Price	Notes
7 	Armonia Side Chair	  Coral Red Sage Green   Light Blue Pearly Gold		Non-stackable
8 	Armonia Armchair	  Coral Red Sage Green   Light Blue Pearly Gold		Non-stackable
9 	Forest Side Chair	  Coral Red Sage Green   Light Blue Pearly Gold		Stackable
10 	Forest Armchair	  Coral Red Sage Green   Light Blue Pearly Gold		Non-stackable

Image	Item	Colour	Price	Notes
11 	Easy Armchair	 Coral Red Sage Green Light Blue Pearly Gold		Stackable
12				

TO WHOM IT MAY CONCERN

31 July 2026

Dear Sirs

We are the Risk and Insurance Managers for the client below and have pleasure in confirming details of their insurance arrangements as follows:-

Insured Details:

Name(s) **Loungers UK Limited**

Postal Address **26 Baldwin Street, Bristol, Gloucestershire, BS1 1SE, United Kingdom**

Our Ref **[REDACTED]**

Business Description **Operators and managers of licensed café-bars, restaurants and hotels, including shopfitting thereof; catering, hospitality and events; property owners, lessors and lessees. Charity events undertaken by Loungers UK Limited and its employees in their private capacity.**

Employers Liability

Insurer: Protector Insurance UK
Policy number: 2922502-4.2
Cover period: 2nd August 2026 to 1st August 2027
Indemnity limit: £10,000,000
Basis of Limit: Any one occurrence

Public & Products Liability

Insurer: Protector Insurance UK
Policy number: 2922502-4.2
Cover period: 2nd August 2026 to 1st August 2027
Indemnity limit: £10,000,000
Basis of Limit: Any one occurrence / In the aggregate in respect of Products Liability

Excess Liability

Insurer: Chubb Insurance European Group SE
Policy number: TBC
Cover period: 2nd August 2026 to 1st August 2027
Indemnity limit: £10,000,000 xs £10,000,000 Public & Products Liability
£10,000,000 xs £10,000,000 Employers' Liability

Cover is subject to the full terms, conditions and exclusions of the policy.

This document is issued to you as a matter of information only and the issuance of this document does not: -

- i) create any contractual relationship between Arthur J. Gallagher Insurance Brokers Limited and the recipient
- ii) make the person or organisation to whom it has been issued an additional assured, nor does it modify in any manner the contract of Insurance between the Assured and the Underwriters.

Any amendments, change or extension of such contract can only be effected by specific endorsement attached thereto with the consent of the Assured and the Underwriters.

We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing this information or for any loss, damage, expense hereby occasioned to the recipient of this letter

Should the insurance cover be cancelled assigned or changed in any way during the period of insurance neither we nor insurers accept any obligation to notify any recipient.

Yours faithfully

[Redacted signature]

[Redacted name]

[Redacted title]

[Redacted address line]