

**Pavement Licence  
Business and Planning Act 2020  
Application Form**

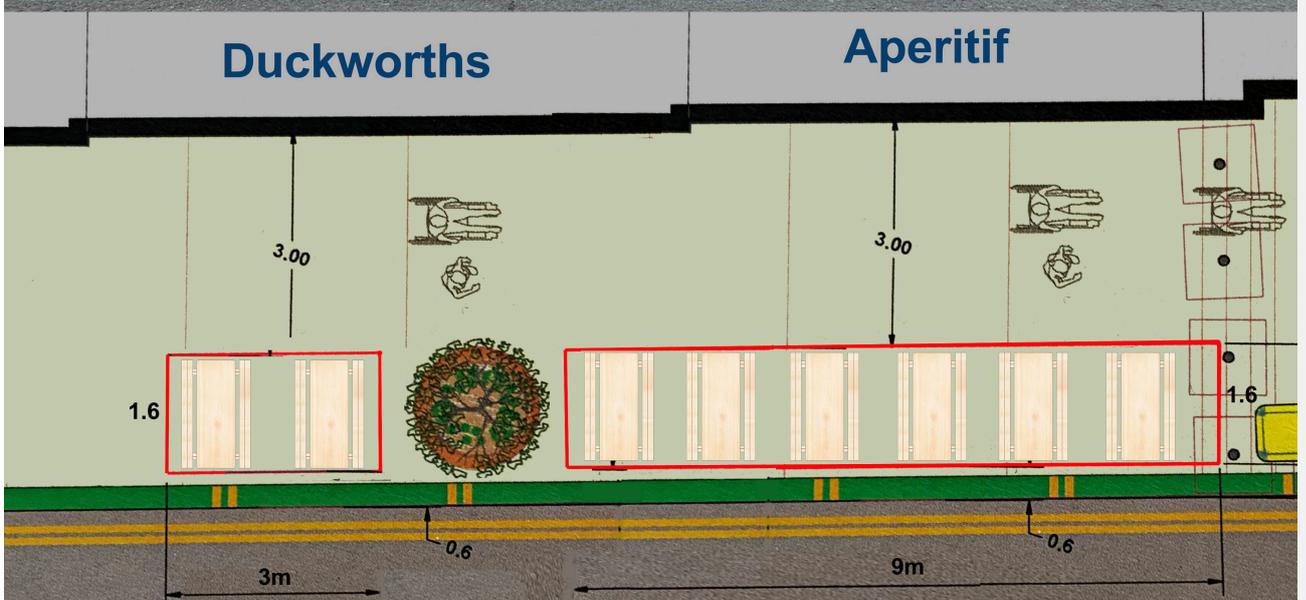
Licensing Section  
City Hall  
Plater Way  
Sunderland  
SR1 3AA

**Important  
Information:**

- Before completing this Application Form please read the document headed: Guidance Notes for Applying for a Pavement Licence;
- This Application Form must be completed in full in TYPE or BLOCK CAPITALS and submitted to the Council by e-mail, (together with the requested supporting documentation), to the following e-mail address: [licensing@sunderland.gov.uk](mailto:licensing@sunderland.gov.uk);
- Failure to complete your Application Form in full, or a failure to provide the requested supporting documentation will mean that your Application cannot be processed. The missing information, or documents will need to be provided before your Application can be processed;
- Your Application Form cannot be processed until the Council has received your Fee. The fee for a new licence is £500 and for a renewal licence £300 on (0191) 5205550
- If you have any queries about how to complete this Application Form then please e-mail [licensing@sunderland.gov.uk](mailto:licensing@sunderland.gov.uk),

<b>Part A:</b>	<b>Details of Applicant(s) (Intended Licence-holder(s))</b>	
Title :		
Full Name(s) :		
Address(es) :		
Postcode(s) :		
Telephone Numbers :		
E-mail :		
Does the Applicant(s) have day to day control of business? :	<b>Yes : Owner</b>	<b>No :</b>

## Part B: Identification of the Premises and the Highway



**OWNER/OCCUPIER, MING DYNASTY (SUNDERLAND) LTD Co Reg 02026955  
Aperitif Bar & Kitchen 7 HIGH STREET WEST, SUNDERLAND, SR1 3EX**

Please confirm the dimensions of the proposed Pavement Licence area :

**9M X 1.6M and 3M X 1.6M**

Please tick one box only to confirm the duration for which a Pavement Licence is being sought :

√ **The statutory maximum period of three months;**

Please confirm whether you currently have an existing street café licence granted under the Highways Act 1980 and its expiry date: **NO**

Please confirm if there is an outstanding application with the Council for a “pavement licence”, “street café licence”, or “tables and chairs licence” under the Highways Act 1980 which is yet to be determined and, if so, please confirm the date of the submitted application : **NO**

### **Part C: The Proposed Use of the Highway**

Please tick the boxes which apply to confirm the purposes for which the Pavement Licence is to be used :

- To use furniture to sell, or serve food, or drink supplied from, or in connection with relevant use of the Premises; and / or
- To use the furniture by other persons for the purpose of consuming food, or drink supplied from, or in connection with relevant use of the Premises.

Operating Period : the proposed hours and days of the week that it is proposed to put removable furniture on the highway under the Pavement Licence :	Monday :10AM – 10PM	Friday : 10AM – 10PM
	Tuesday : 10AM – 10PM	Saturday : 10AM – 10PM
	Wednesday : 10AM – 10PM	Sunday : 10AM – 10PM
	Thursday : 10AM – 10PM	

How many tables and chairs do you propose to place on the highway under the sought Pavement Licence? : **8 TABLES WITH ATTACHED BENCHES**

Please describe the type of furniture you propose to place on the highway. You may attach photographs, or provide extracts from a brochure :

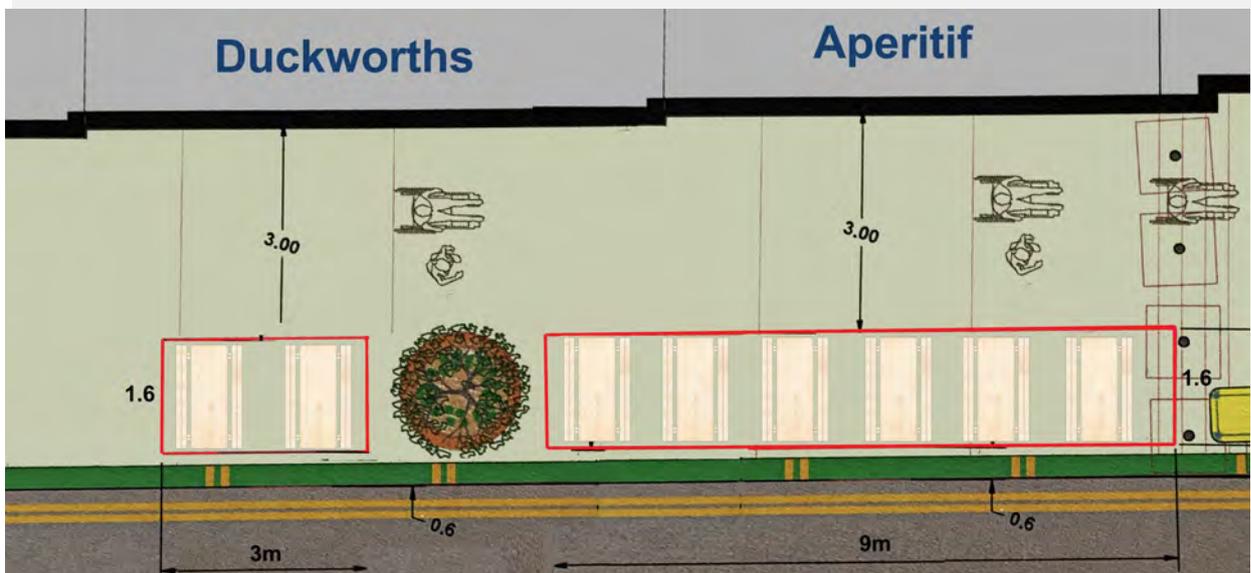


Where will the Pavement Licence furniture and other items be stored outside the Operating Period? :

**INSIDE THE PREMISES OVERNITE**

Please show how the furniture will be sited on the highway under the Pavement Licence area by using a 1:100 plan :

Please indicate on the plan where tables and chairs etc. come within the proximity of premises, adjacent building, lighting columns, or trees.



How will the boundary of the Pavement Licence area be defined?

**PORTABLE BARRIERS AT THE PAVEMENT SIDE.**

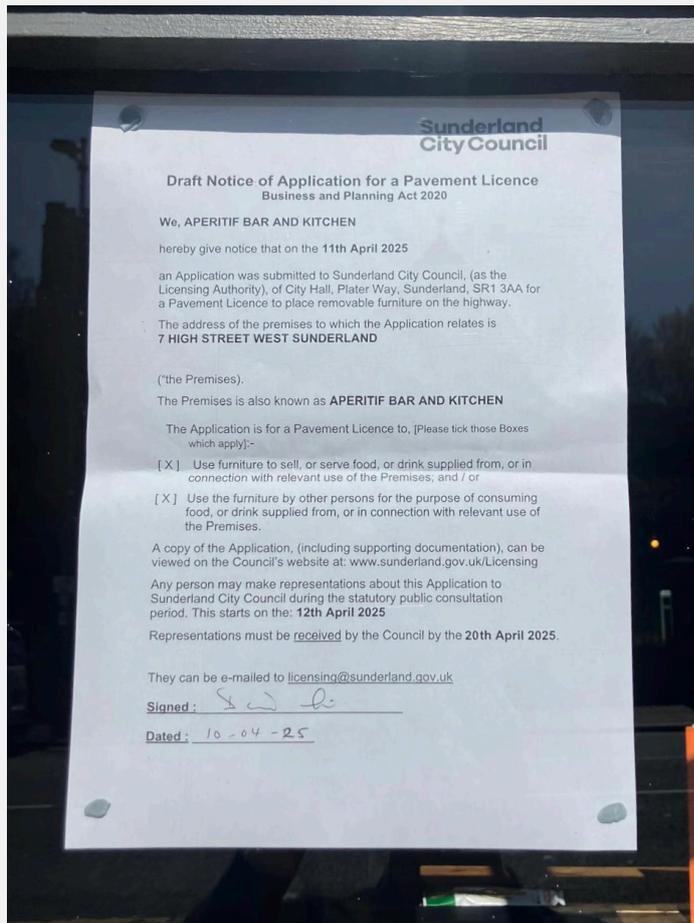
Please provide details of the barriers, or other fencing to be used as a boundary :



Please describe how you intend to mitigate any noise, or disturbance from customers using the proposed Pavement Licence area to the occupiers of nearby commercial and domestic properties :

- LOW VOLUME MUSIC**
- SIGNAGE REQUESTING RESPECT TO LOCAL BUSINESS**
- VERBALLY RELAYING INSTRUCTIONS TO CUSTOMERS**

Please provide photographic evidence to show that a Notice of Application for a Pavement Licence has been fixed to the Premises :



Please confirm the date when your Application Fee was paid to the Council :

6.10.23

**Part D : Details of Public Liability Insurance that will apply to the intended pavement licence**

Name of Insurance Company : *Allied World Assurance Company (Europe)*

Policy Number : SIM6/11177081

Start date of Policy : 21 April 2025

Expiry Date of Policy: 20 April 2026

Amount insured under the Policy : this must be no less than £5 million. A Pavement Licence will not be issued without valid public liability insurance cover being in place :

Please provide a copy of the Policy :

## YOUR RENEWAL SCHEDULE

Thank you for choosing to renew with **Aqueous Underwriting**, please read the following information carefully. This renewal is based on the information provided by Your insurance Broker or adviser a copy of which is shown on the following pages and should be read in conjunction with the Statement of Facts, Additional Terms & Conditions, Endorsement Wordings and the Policy Wording.

<b>Broker:</b>	Xbridge Limited t/a Simply Business
<b>Policy Reference:</b>	SIM6/11177081
<b>Insurer(s):</b>	The following Insurer(s) in accordance with the authority granted under binding authority agreement number AWUKCAQUE2024:  Allied World Assurance Company (Europe) dac for 60% Endurance Worldwide Insurance Limited, a wholly owned subsidiary of Sompo International Holdings Ltd for 40%
<b>Inception Date:</b>	21 April 2025
<b>Expiry Date:</b>	20 April 2026
<b>Limited Company Name:</b>	MING DYNASTY (SUNDERLAND) LIMITED
<b>Business Name:</b>	MING DYNASTY (SUNDERLAND) LIMITED t/a Aperitif Bar and Kitchen
<b>Business Description:</b>	Restaurant
<b>Business Address:</b>	7 High Street West, Sunderland, SR1 3EX
<b>Premium:</b>	<b>£1,168.65 including £114.50 Insurance Premium Tax and £100.00 Administration Fee</b>

**To make a claim under this policy please phone 0292 032 0820 or email [aqueous@uk.sedgwick.com](mailto:aqueous@uk.sedgwick.com)**

When taking out insurance wholly or mainly for purposes related to your trade, business or profession, you have a duty under The Insurance Act 2015 to make a fair presentation of the risk. A fair presentation of the risk is one in which every material representation as to a matter of fact is substantially correct and every material representation as to a matter of expectation or belief is made in good faith and are those facts which the underwriter may wish to know in deciding whether to underwrite the risk and/or the terms upon which to underwrite the risk.

Alternatively, you must disclose enough information which would put the insurer on notice that it needs to make further enquiries for the purpose of revealing those material circumstances. They may be relevant either to the physical risk or to the personal background and characteristics (including financial) of You and/or any director, partner, officer and/or principal of Your Business. Your duty of fair representation applies at the start of the policy, at renewal and when any variation of the policy is arranged. If you fail to make a fair representation this could invalidate all or part of the Policy and/or the insurer may refuse to pay your claim or reduce the settlement amount, depending on the circumstances.

Aqueous Underwriting is a trading name of Aqueous Management Limited which is an appointed representative of Davies MGA Services Limited, a company authorised and regulated by the Financial Conduct Authority under firm reference number [FRN] 597301 to carry on insurance distribution activities.

Aqueous Management Limited is registered in England and Wales company number 09634781.  
Registered at 10th Floor, 5 Churchill Place, London, E14 5HU.

## YOUR SUMS INSURED AND LIMITS OF LIABILITY

Buildings	£250,000
Tenants Improvements	Cover Not Included
Fixtures & Fittings, Machinery, Plant, Contents (Excluding Stock)	£70,000
Electronic Equipment & Computers	£1,000
Stock and Materials in Trade	£2,500
Deterioration of Stock	£5,000
Wines & Spirits	£2,500
Goods in Transit	£5,000
Glass	UNLIMITED
Book Debts (Outstanding Debit Balances)	£10,000
Business Interruption (Gross Profit)	Cover Not Included
Money during working hours and in transit	£5,000
Money in locked safe outside of business hours	£5,000
Money not in safe outside of business hours or in private residence	£250
Domestic Contents (Single article limit of £1,500, excludes Jewellery & Antiques)	Cover Not Included
Loss of Licence (£100,000)	Cover Not Included
Employee Dishonesty (£5,000 Limit)	Cover Not Included

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## YOUR SUMS INSURED AND LIMITS OF LIABILITY CONTINUED...

Employer's Liability (£10m Limit)	Yes
Public and Products Liability	£5,000,000
Legal Expenses Limit £100,000 per claim (£1,000,000 in the aggregate for employment compensation awards)	
(Administered by ARAG plc and underwritten by SCOR UK Company Limited in accordance with binding authority number BIN.AQU.0522)	

## YOUR POLICY EXCESSES

Excess applicable to Section 1 - Material Damage & Section 2 - Business Interruption	£500
Excess applicable to Section 4 - Public Liability (Each and Every Claim, Each and Every Claimant)	£500
Subsidence Excess	£1,000
Flat Roof Excess	£500
Escape and or Ingress of Water	£1,000
Malicious Damage	£1,000
Theft	£1,000

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### Certificate of Employers' Liability Insurance (a)

(Where required by regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the policyholder employs persons covered by the policy)

Policy Reference: SIM6/11177081

Name of Policyholder: MING DYNASTY (SUNDERLAND) LIMITED

Date of commencement of insurance policy: 21 April 2025

Date of expiry of insurance policy: 20 April 2026

**We hereby certify** that subject to paragraph 2:

1. The policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Jersey, the Island of Guernsey and the Island of Alderney, or to offshore installations in any waters outside the United Kingdom to which the Employers' Liability (Compulsory Insurance) Act 1969 or any amending primary legislation applies (b); and
2. the minimum amount of cover provided by this policy is no less than GBP5,000,000 (c)

Signed on behalf of Aqueous Underwriting



Danny French  
CEO

*This cover is provided by Aqueous Underwriting in accordance with the authority granted under binding authority agreement number AWUKCAQUE2024 from the following insurer(s):*

Insurer	Share of Liability
Allied World Assurance Company (Europe) dac	60%
Endurance Worldwide Insurance Limited	40%

*The liability of an insurer under this contract is several and not joint with other insurers party to this contract. An insurer is liable only for the proportion of liability it has underwritten. An insurer is not jointly liable for the proportion of liability underwritten by any other insurer. Nor is an insurer otherwise responsible for any liability of any other insurer that may underwrite this contract.*

- a. Where the employer is a company to which regulation 3(2) of the Regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries.
- b. Specify applicable law as provided for in regulation 4(6) of the Regulations.
- c. See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.

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## Indemnity

In the event that a Pavement Licence is issued to the Applicant(s), the Applicant(s) will indemnify Sunderland City Council against all proceedings, actions, claims, demands, or costs whatsoever, (including, but not limited to personal injury), or for loss, or damage to property arising out of, or incidental to, or in connection with the right granted by the Pavement Licence which is not attributable to the negligence of the Council.

**Please provide any further additional information in support of your Application for a Pavement Licence :**

**SUSTAINABILTY OF THE BUSINESS.**

**Read and complete the declaration on the next page and also refer to the checklist on the last page prior to submitting the application form.**

## **Declaration :**

I, the Applicant, or We, the Applicants, certify and understand that, :-

1. All information contained in this Application Form for a Pavement Licence is correct and is not false, or misleading;
2. It is understood that Conditions may be attached to any Pavement Licence that is issued by the Council;
3. Any Conditions that apply to the Pavement Licence will be consented to and complied with;
4. If granted a Pavement Licence and the Council considers that there has been a breach of any Condition of the Licence the Council may : (a) revoke the Pavement Licence; or (b) serve a notice requiring the taking of such steps to remedy the breach as specified in the notice within the stated time. If the breach is not remedied following the service of the notice, the Council may : (a) revoke the notice; or (b) take the steps itself identified in the notice to remedy the breach and the Council can recover the costs of doing so against the Licence-holder(s);
5. If granted a Pavement Licence it may also be revoked if the Council considers that : (a) if some, or all of the part of the relevant highway to which the Licence relates has become unsuitable for any purpose in relation to which it was granted; (b) as a result of the Pavement Licence : (i) there is a risk to public health, or safety; (ii) anti-social behaviour, or public nuisance is being caused, or risks being caused; or (iii) the highway is being obstructed, (other than by anything done pursuant to the Licence); (c) anything material stated by the Licence-holder(s) in their Application Form was false, or misleading; or (d) on the day that the Licence-holder(s) submitted their Application Form to the Council they did not comply with the Notice of Application duties;
6. The duration of a Pavement Licence granted by the Council during the determination period will be valid until the date as determined by the Council; and
7. The duration of a Pavement Licence deemed to be granted by the Council will be valid for a year starting with the first day after the determination period, subject to a statutory maximum date of the 30<sup>th</sup> September, 2021.

**Signed by the Applicant(s), or authorised signature on behalf of the Applicant(s) :      Dated : 10-4-25**

**Print Name**

**Please see next page for the Checklist of requirements**

## **Checklist for Applicants:**

- Application Form completed in full?;
- Application Fee paid?;
- 1:1250 scale location plan provided : showing Premises and highway?;
- Evidence of right to occupy Premises?;
- Intended furniture : photographs, or extracts from a brochure?;
- 1:100 scale plan showing siting of furniture and proximity of the Premises, adjacent building, lighting columns, or trees?;
- Evidence provided to show Notice of Application for a Pavement Licence fixed to Premises?; and
- Copy of public liability insurance provided?.