



Listening Learning Leading



# Mobile Home Park Rules

**South Oxfordshire and Vale of White Horse District  
Councils**

## 1. Introduction

### 1.1 Purpose

- 1.1.1** The following rules of occupation have been compiled for the good management of the parks and to promote and maintain community cohesion for the benefit of those that use and visit them. In the UK, park home rules and regulations are governed by the Mobile Homes Act 1983 and the Mobile Homes Act 2013.
- 1.1.2** These rules are directed at occupiers and owners of mobile homes on our sites, and the use of 'you' and 'your' refers to those occupiers and owners.
- 1.1.3** These rules are incorporated into your Pitch Agreement and breach of any of these rules is therefore a breach of the Agreement.

### 1.2 Definitions – for the purpose of this document the following definitions apply.

- The Council – This is a joint set of rules and refers to the relevant local authority responsible ('the council'.)
  - Pebble Hill and Woodlands Park owned by Vale of White Horse District Council and,
  - Foxhall Manor Park, owned by South Oxfordshire District Council.
- The Occupier – refers to the person/s registered with the council as the legal owner/s, with whom the council has a contractual agreement binding them to adhere to the Implied and Express Park rules.
- The Park – refers to the relevant park (Foxhall Manor Park, Pebble Hill Park, and Woodlands Park) as appropriate to the occupier.
- The Separation Zone – an area of six metres space between mobile homes which must remain clear of flammable structures or materials.
- The Model Standards referred to in this document are the Model Standards 2008 for Caravan Sites in England Caravan Sites and Control of Development Act 1960 – Section 5 and published on the council's website. Under section 5(6) of the Caravan Sites and Control of Development Act 1960 (the Act) the Secretary of State may from time to time specify model standards with respect to the lay-out and the provision of facilities, services and equipment for caravan sites or particular types of caravan site; and that, in deciding what (if any) conditions to attach to a site licence, the local authority shall have regard to any standards so specified.

### **1.3 Scope**

**1.3.1** A 'mobile home' (often called a caravan or park home) For the Mobile Home Act 1983 Act, it has the same meaning as 'caravan' in Part 1 of the Caravan Sites and Control of Development Act 1960 (as amended by the Caravan Sites Act 1968). The statutory definition of a caravan is available from the council.

**1.3.2** These rules only apply to Mobile Home Parks directly owned and operated by either South Oxfordshire Direct Council or Vale of White Horse District Council.

## 2. Rules

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### **2.1 YOUR HOME**

- 2.1.1 Only mobile homes of proprietary manufacture, that comply with British Standard 3632:2005 "specification for Park Homes (referred to in the following conditions as Mobile Homes)" or later, and that have been approved by the council in writing may be brought onto the park.
- 2.1.2 New homes will require written permission from the council to be brought onto the park.
- 2.1.3 Pre-owned homes being brought onto the sites must be 10 years old or less and the council will require a survey report to show that the home is in satisfactory condition and has not been altered in a way which would make it no longer fit the definition of a mobile home. Written permission by the council will be required before the home can be brought onto the park.
- 2.1.4 All mobile homes must at all times conform to the definition of a mobile home or caravan under the Caravan Sites and Control of Development Act 1960 (as amended) and the Mobile Homes Act 1983.
- 2.1.5 The occupier may only place the mobile home in a situation or position that fits in accordance with the Model Standards. This will be assessed and documented by the council.
- 2.1.6 A porch may protrude no more than one metre into the separation zone and must not exceed two metres in length and must not exceed the height of the home and will require pre-approved permission by the council in writing.
- 2.1.7 Homes must be kept in sound and clean conditions, and external decoration must be maintained.
- 2.1.8 Any alterations to a home, including but not limited to extensions, porches, steps, additions, or replacements, must be in line with the Model Standards and must allow your home to be defined as a mobile home or caravan in accordance with the Caravan Sites and Control of Development Act 1968 (as amended) and the Mobile Homes Act 1983. They must also be pre-approved by the council in writing.
- 2.1.9 No flammable items or materials may be stored beneath a mobile home. Flammable items or materials must be stored in a suitable housing.

2.1.10 If your mobile home remains unoccupied for a period of 12 consecutive months or longer without prior written notification or explanation, the council reserves the right to pursue eviction on the grounds of abandonment.

## **2.2 THE PITCH**

2.2.1 All homes must be placed on a concrete base which extends over the whole area occupied by the unit and must project an additional 1 metre outwards from any doorways to enable occupants to enter and leave safely.

2.2.2 As the council is responsible for the maintenance of bases you may not make any changes or alternations.

2.2.3 Paths, steps, decking and walkways should be maintained in a safe and accessible condition (including removing trip hazards).

2.2.4 Gardens, paths, and driveways must not become overgrown with weeds or plants which are likely to spread to areas outside the pitch.

2.2.5 Pitches and homes will be subject to inspection upon the transfer of ownership to ensure that the pitch is in line with the current Model Standards, and that the home meets the definition of a mobile home.

## **2.3 FENCES AND WALLS**

2.3.1 Wooden fences in between homes may not be higher than 2 metres from ground level. Fences at the front of properties may be no higher than one metre from ground level.

2.3.2 Brick walls require written permission from the park manager and may not be higher than 1 metre from ground level.

2.3.3 Fences and walls must be maintained in good condition and appearance.

2.3.4 Damaged panels must be replaced or removed as soon as reasonably practicable.

## **2.4 TREES, HEDGES AND BUSHES**

2.4.1 Trees that come under the responsibility of the council are managed by the council - this includes regular inspection and recording of the condition. Inspection Reports are available from the Council upon Request. A map of the council trees and inspection reports are available from the council.

- 2.4.2 The council will arrange all necessary work to such trees and occupiers should not interfere with them in any way.
- 2.4.3 Trees planted on pitches by occupiers both past and present are the responsibility of the current occupier and should be properly maintained and not allowed to cause a nuisance to neighbours. If the council is forced to take action to remedy a nuisance tree that is the responsibility of the occupier, all cost incurred will be passed onto and recovered from the occupier.
- 2.4.4 Hedges and bushes must be kept trimmed so that they do not unreasonably obstruct the view of road users. In any case they will not exceed two metres in height.
- 2.4.5 Hedges and bushes must not overhang roads or footpaths. Trees must not overhang footpaths in a way which interferes with pedestrians.
- 2.4.6 Occupiers may not plant any trees or shrubs anywhere on the park which is outside their own Pitch boundary.

## **2.5 SHEDS AND OTHER STRUCTURES**

- 2.5.1 Any new or replacement garage, car port, storage shed, fuel tank bunker or other structure must be made of non-combustible material if it stands within the six-metre separation zone between homes and will require pre-approved permission by the council in writing.
- 2.5.2 Any steps or ramps which protrude more than one metre into the six metre separation zone must be made of non-combustible material. There must be a 4.5 metre clear distance between any such structure and any adjacent home.
- 2.5.3 Any windows in structures within the separation zone shall not face towards the park home on either side.
- 2.5.4 The construction or installation of a fishpond must be subject to the council's prior written approval.
- 2.5.5 Only mobile homes are allowed to be used as a residence on the pitch. No other structure, including but not limited to garden houses, sheds, temporary buildings, may be used as a place to reside at any time.

## **2.6 ANNEXES**

- 2.6.1 The concrete annexes located on pitches at Pebble Hill belong to the council and remain the responsibility of the council. This includes the electric circuit protection (MCB / RCD), and the water supply housed inside.
- 2.6.2 Occupiers may make use of the annexes for general storage only.
- 2.6.3 You may use only One Extension Lead Per Socket. You may not use multi socket adaptors in the annexe for safety reasons.
- 2.6.4 No additional electrical wiring, installations or equipment is to be installed by occupiers.
- 2.6.5 The roofs, gables, and gable end of the annexe, which contain low level asbestos, may not be interfered with by anyone but the council or their employees or agents.
- 2.6.6 The council will retain the right to inspect the annexes from time to time. Every effort will be made to ensure that disruption to the occupier is kept to a minimum and notice will be given. Residents' storage of items in the annexe should not impede access by the council.
- 2.6.7 No changes or alterations to the annexes may be made without prior written permission from the council.

## **2.7 GAS, ELECTRICITY, WATER AND DRAINS**

- 2.7.1 Gas – The gas supplier is responsible for the infrastructure, connections and supply up to and including the meter. The occupier is responsible for the pipework and connections from the meter up to and into the home.
- 2.7.2 Exposed LPG cylinders should not be placed within the 6m separation distance between units. If the only option is to position them within this zone, they must be in a housing that is fire resistant, adequately ventilated (high and low ventilation) and of non-combustible construction, (clarification can be obtained from the park manager).
- 2.7.3 Electricity – The electricity supplier is responsible for the electricity supply and infrastructure as far as and including the meter. The Council is responsible for the equipment which provides circuit protection (MCB / RCD). The occupier is responsible for all cabling after this equipment. Occupiers must not tamper with any part of the electrical infrastructure or the meter.
- 2.7.4 Water – Thames Water are responsible for the supply, pipework, and connections up to the meter at the entrance to each of the parks.

- 2.7.5 On all three parks the occupiers are responsible for the water supply, pipework, and connections from the point where they come above ground up to and into the home. On all three parks The Landlord is responsible for the water supply, pipework and connections from the point after the meter at the entrance to each park and up to the point where they come above ground level.
- 2.7.6 Foul Waste - The landlord is responsible for all shared drainage and pipework below ground. The occupier is responsible for all foul drainage from their home to the place where it enters the drainage system.
- 2.7.7 Occupiers must ensure that there is no waste or improper use of the water supply to their pitch, and they must notify the council immediately of any leakage that may arise within the confines of the park. The water supply is intended for domestic purposes and use should be fair, proportionate, and responsible.
- 2.7.8 In the interest of safety, no flammable items or materials including gas cylinders may be stored within the six-metre separation boundary between homes unless they are contained in a fireproof box or storage unit or contained behind a fire wall.
- 2.7.9 The occupier must not permit any matter to enter WC, gullies or drains which is likely to cause blockage or damage to the park drainage infrastructure.

## **2.8 WASTE**

- 2.8.1 Rubbish or building materials must not be accumulated on the pitch and the area under the home should be kept free of any litter, obstruction, or flammable materials.
- 2.8.2 Waste must be kept in a suitable refuse bin with a close-fitting lid, or in plastic bags. For more information on refusal disposal, see [www.southoxon.gov.uk/south-oxfordshire-district-council/recycling-rubbish-and-waste/](http://www.southoxon.gov.uk/south-oxfordshire-district-council/recycling-rubbish-and-waste/) and [Recycling, rubbish and waste - Vale of White Horse District Council](#)
- 2.8.3 The occupier must remove all builders' and DIY debris, unsuitable for normal household collection and dispose of it at a Household Waste Recycling Centre or arrange to have it collected by an authorised waste carrier.
- 2.8.4 Garden waste must not be dumped on the park or surrounding land.

## **2.9 VEHICLES AND PARKING**

2.9.1 Vehicles are only permitted on park if each vehicle:

- Is insured according to the law;
- Has a valid MOT certificate where its age requires one;
- Is in good working order and roadworthy

2.9.2 SORN vehicles may be kept on the pitch but must not be kept in communal areas. Failure to comply will result in the said vehicle being removed from the park and it will be unable to be returned to the park until fully taxed and with an MOT. If the council are forced to remove a vehicle from the park, all resulting costs, from removal to collection, or disposal will be for the vehicles owner to pay.

2.9.3 Anyone driving on the park must have an appropriate, current driving licence and abide by the Highway Code and the speed limit.

2.9.4 Each occupier must provide properly surfaced parking spaces on their pitch rather than park on the road, if this can be done in accordance with the Model Standards, and unless the size or shape of the pitch makes this impractical.

2.9.5 You may not park on the road in any place where there are double yellow lines, where your vehicle will obstruct Fire Points or impede the movement of other vehicles **or pedestrians**.

2.9.6 If any vehicle not parked on a pitch appears to the council to be abandoned, or un-roadworthy the council may place a warning notice on the vehicle and, if not properly responded to, the vehicle may be removed without further notice or liability or compensation.

2.9.7 The speed limit within the park is 10 mph.

2.9.8 You must not operate any vehicle on the park in a way which causes a nuisance.

2.9.9 Work to vehicles, must be confined to those vehicles belonging to the occupier or their household only, and must not be done outside the boundaries of the pitch.

2.9.10 Touring caravans, boats or trailers must be parked in the specially allocated site for the parking of such vehicles provided by the council. If no such specially allocated place exists on the park you may park them on your own pitch, provided that they are not parked closer than six metres to a neighbour's home or closer than two metres to a road.

2.9.11 No vehicle of any kind must impede escape in case of fire and all entrances and exits to the park must be kept clear and passable at all times.

2.9.12 Residents who wish to install electric vehicle charging points must apply for prior written permission from the council.

## **2.10 ANIMALS**

2.10.1 Poultry, pigs and similar livestock may not be kept on the park.

2.10.2 Pets may be kept providing that their numbers or behaviour are not a nuisance to other occupiers.

2.10.3 Dogs must be kept on a lead when being walked within the park.

2.10.4 Dogs must not be allowed to foul the footpaths and/or verges. Owners of pets must dispose of their pets' waste in the bins provided or otherwise properly dispose of the waste, having regard to the health of others.

2.10.5 If an Occupier repeatedly allows their pets to cause a nuisance by not adhering to any of the above rules, the council can ask for the removal of the animal/s from the park permanently.

## **2.11 BUSINESSES**

2.11.1 Any businesses run from the mobile home or pitch must not increase the number or frequency of vehicles using the roads or communal parking spaces.

2.11.2 No businesses will be allowed to disturb other occupier's peaceful enjoyment of their homes or cause a nuisance.

2.11.3 No business will be allowed which requires higher than normal domestic use of amenities or that creates a higher-than-normal domestic level of waste product.

2.11.4 No businesses will be allowed which would involve bringing on to the park any vehicle of a size or type in excess of light commercial.

## **2.12 BONFIRES, BARBECUSE AND FIREWORKS**

2.12.1 Bonfires may not be lit in the park under any circumstances.

2.12.2 External fires may be lit for the purpose of burning untreated garden waste only and provided they are lit in a suitable fire-retardant receptacle. Sparks must not be allowed to disperse from such receptacles and any fire must not be left unattended at any time.

2.12.3 Barbecues are acceptable provided they are properly constructed and controlled.

2.12.4 Fireworks must not be set off within the park at any time.

### **2.13 MISCELLANEOUS**

2.13.1 Occupiers are responsible for the conduct of their household members and guests and therefore responsible for any breaches of the rules by said guests.

2.13.2 It is everyone's responsibility to keep the park tidy and clean for everyone's safety and benefit. There must be no littering on the park.

2.13.3 Musical instruments, or any electrical or nonelectrical appliances, must not be used in such a way as to cause nuisance to others, in particular between the hours of 10pm and 8am.

2.13.4 Fire-fighting and other safety equipment must not be interfered with or rendered otherwise inaccessible or used except in the case of an emergency.

### **2.14 ANTI-SOCIAL BEHAVIOUR**

2.14.1 Anti-social behaviour, or ASB for short, is defined as behaving in a manner that 'has caused or is likely to cause harassment, alarm, and distress to one or more persons not of the same household'.

2.14.2 ASB can cause significant harm to the well-being and quality of life of those people who are forced to experience it. These can include drug use, drug dealing, verbal abuse, noise nuisance, vandalism, harassment, and the dumping of rubbish. Cases of ASB are often complex, with underlying factors and vulnerabilities impacting on both the victim's threshold to deal with the behaviour and the perpetrator's ability to understand why their behaviour is unacceptable. ASB tends to be persistent and unreasonable.

- 2.14.3 Unwelcome behaviour. Sometimes, the way people act can be annoying or frustrating to those living nearby - it may seem inconsiderate but might be more unwelcome rather than anti-social. Examples include civil disputes (property boundaries, gardening habits etc.) occasional noise disturbances, maintenance work, disputes on social media, and people gossiping.
- 2.14.4 If you're experiencing anti-social behaviour, it can feel uncomfortable to speak directly to the person responsible. You might worry it will make things worse or feel unsure if it's worth bringing up. However, calmly discussing the issue in person is often more effective than leaving notes or ignoring it, which can lead to stress.
- 2.14.5 If you decide to speak to them, always prioritise your safety. Approach them in a friendly manner, explain how their actions are affecting you, and focus on the behaviour - not the person. If the conversation becomes aggressive, walk away. Try to agree on a solution and thank them for listening. This can help prevent future problems and build understanding in the community.
- 2.14.6 If you are in dispute with your neighbour but are struggling to resolve the issue, then you may wish to try mediation. Mediation brings both parties together with an independent person to listen to everyone involved in the dispute and help them find a solution. If you would like to find out more or want to refer a dispute, you can call 01494 520821.
- 2.14.7 Reporting Antisocial Behaviour. If you wish to report an incident of ASB, particularly where it relates to criminal activity (e.g. harassment, violence, vandalism, drug dealing, public order), please call the police on 101. Always dial 999 in an emergency. Alternatively, you can report ASB to the council's Community Safety team 01235 422590 or [communitysafety@southandvale.gov.uk](mailto:communitysafety@southandvale.gov.uk) and they will try and help resolve the issue(s). This may involve signposting you to those services that are best placed to assist or liaising with relevant agencies as necessary. They may also be able to offer suitable advice/interventions such as mediation or crime prevention measures and direct you to sources of support.

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