

The ALRC Caravan and Camping Code

Any changes are made in italics.

The ALRC holds two Certificates of Exemption issued by the Department of the Environment, Food and Rural Affairs (DEFRA) – one covers tents and the other touring caravans

These allow member clubs to hold Caravan and Camping, weekends at any location with the landowner's permission (except in National Parks) for the benefit of members. Permits are issued free of charge to clubs to hold a rally for up to five nights. Members must not *caravan or* camp on any site which has been used for camping for more than 42 consecutive days or 60 days *in any 12 consecutive months. Member clubs must endeavour not to camp on any site being used for camping by other organisations holding camping exemption certificates, if the site would therefore be used for camping for more than 42 consecutive days or 60 days in 12 consecutive months.* Member clubs undertake to move from and avoid camping on sites which any local authority objects to.

The ALRC is also a member of ACCEO, the Association of Caravan and Camping Exempted Organisations. Through this body we can arrange an extended holiday permit to a maximum of 28 days, but to do this requires applications with 14 weeks notice. ACCEO can also arrange for us to hold a rally in a National Park, but the application for this must be made before the 1st April of the preceding year!

PLEASE NOTE: A Rally held under the ALRC Exemption Certificate is for ALRC members ONLY. The following is the DEFRA definition of a member:-

Membership.

People must have applied for or be given membership in advance of attending events. Members must have been subject to the usual acceptance procedures of the organisation. Membership would usually be granted for a full year, but where people apply during the course of the year, membership may be granted for the remainder of the year or for the season, but it must be for a longer period than that associated with attendance at only one event.

Both the individual and the organisation must enter into a membership agreement with the intention that it is to run for its full course, although there may be genuine reasons why an individual does not wish to remain a member for the full term.

Arrangements to give prospective members a chance to see what an Organisation is like by inviting them to attend a camp event, even with the intention that the person can become a permanent member if they like the Organisation, is not allowed.

Other people staying in the caravans of members depends on the membership arrangements of the organisation arranging the event. For example, family membership may embrace people who do not regularly attend events or who are not members of the immediate family. The key requirement is that the organisation has genuinely made arrangements for an event for its members.

Events organised by members of one organisation for the benefit of the members of several organisations ("joint rallies") are not allowed unless all the organisations hold exemption status and have affiliation to each other written into their constitution.

Exempted organisations issue certificates stating that the site has been approved for use by its members. People who are not members of the organisation may also use the site, unless there is an agreement between the site owner and the organisation that use is restricted to members i.e. sole use for a weekend.

HOW TO GET A PERMIT

1. Fill in the ALRC Permit Application Form in full and have it signed by the Landowner. A copy of the permit application form is available in this book, on the website or direct from the caravan secretary.
2. Send the form with a s.a.e. at least four weeks prior to the event to:- Simone Birch, 1A Duncan Avenue, Huncote, Leics. LE9 3AN.

If everything is in order, a permit will be issued to your club. For any queries regarding, an application, rules or the law, telephone Simone Birch on 0116 286 7913.

THE DEFRA CODE OF PRACTICE

The DEFRA has issued the following code of practice:-

1. One named person, who is a member of the organisation, is to be responsible for the conduct of each event and for ensuring that members attending comply with the code.
2. The responsible person should take reasonable steps to satisfy themselves that the site proposed for an event is not one which is the subject of a restrictive order, nor one for which planning permission has been refused or where enforcement action has been taken. Organisations should also seek the agreement of the local authority before using, sites adjacent to sites for which planning permission has been granted.
3. Events should not be organised on or adjacent to, sites known as "certified locations" or "certified sites", unless the site is clearly differentiated and the risk of interference with local people and other users is minimal.
4. Organisations should take care that the siting, of caravans *and* tents does not unduly interfere with the activities of local people, their privacy, or the enjoyment of their property. They should also take care that the siting of caravans *and* tents does not interfere with the enjoyment by others of the landscape or natural beauty of the area; and the nature conservation aspect areas. This is especially important in areas designated for their qualities of landscape or wildlife.
5. Organisations should avoid the overuse of any venue and consider carefully before holding successive events at the same venue.
6. Local people should be able to carry on their normal activities when meetings are in progress and disturbance to them should be minimised. Complaints should be treated seriously and steps taken to investigate and deal with the causes of complaints.

7. Care should be taken not to damage the site or surrounding locality. Trees, fences, buildings, equipment and stock should be respected.
8. Domestic animals belonging to members of the organisation should be kept on a lead, under close control. They should not be allowed to run loose on the site or cause disturbance to local people or animals. They should be exercised away from caravans *and tents* and parts of the site used for communal activities and any mess should be picked up.
9. The responsible person should identify open space suitable for games which might otherwise intrude on or constitute a danger or annoyance to caravanners or others on or around the site.
10. Noise should be kept to a minimum for the comfort of other *campers* on the site as well as people who live or work nearby.
11. The responsible person should take reasonable steps to ensure that travel from major roads to a proposed site is not likely to cause undue disruption to or difficulties for local people and other road users. He should also take reasonable steps to ensure that access to the proposed site is suitable for the number and likely size of units attending the meeting. Organisations should spread the arrival and departure of caravans to minimise disruption to local people and other road users.
12. The speed of vehicles on the site should be restricted to 5 mph.
13. Units should be well-spaced. Units should be sited so that they do not restrict access to or exit from the unit or the area in case of emergencies. Emergency vehicles should be able to secure access to each unit on the site. *Caravans and tents should be sited separately with camping units (consisting of tent and vehicle) being placed at the end of rows or in their own separate but adjacent rows.*
14. Open fires and barbecues should not be held except with the permission of the responsible person. Where permission is given for open fires or barbecues, they should be sited in open ground, away from *caravans, tents*, vehicles, awnings and any other structures.
15. Caravans *and tents* should carry a fire extinguisher approved to British Standards Institute and / or Fire Officers Certificate standards.
16. Organisations should act responsibly with respect to the disposal of the contents of chemical toilets and waste water disposal and take full account of the need to safeguard water supplies and prevent the pollution of rivers and streams
17. On-site disposal of the contents of chemical toilets and waste water should be in accordance with arrangements agreed with the site owner or manager. Neither should be allowed to foul the ground except at designated disposal points.
18. Organisations should ensure that refuse is either taken home or disposed of in accordance with on-site arrangements. The responsible person should be satisfied that appropriate arrangements are in place.
19. The responsible person should ensure that the site is clear of litter after the event.
20. The responsible person should also be aware of the terms of the Caravan Code, the Country Code and the Coastal Code.

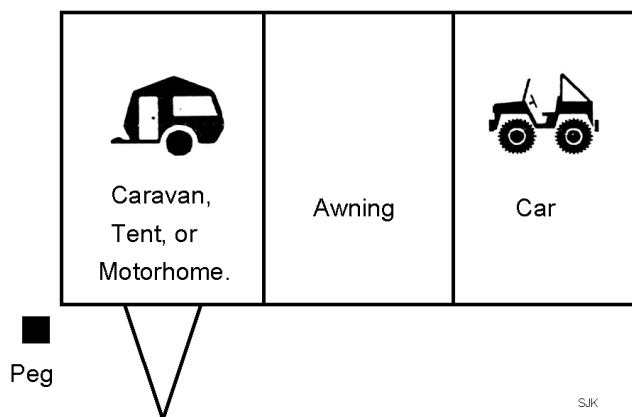
ALRC Caravan & Camping Code - additional to the above:-

General

1. It is assumed that rallygoers will be familiar with, and follow, the various codes already existing; the Caravan & Camping Code, the Country Code and the Coastal Code.
2. The rally will be open only to members of the exempted organisation under whose certificate the rally is arranged.
3. Proof of membership is to be shown by participating members.
4. One named person, and a reserve, is to be responsible for the conduct of the rally.

Safety on the Rally Site

5. All vehicles are to be restricted to a maximum speed of 5 mph on the rally field. Learner drivers are not permitted to drive on the rally field.
6. It is recommended that a space of at least 3 metres is kept between facing walls of *caravans and a minimum distance of not less than 6 metres should be allowed between rows of caravans and tents.* In any case there should be no more than 20 caravans to the acre. Towing, and competition vehicles should be parked at the side of the caravan. Caravans, tents etc. should be sited as follows:- O/S/F corner onto peg, pegs 30 feet apart. See diagram below.



7. Open fires are not generally allowed, except with the permission of the rally organiser, and these should be sited well away from caravans, *tents*, awnings etc.
8. It is advisable that each caravan carries a first aid kit.

General Behaviour

9. Respect should be shown to the land owner's property - trees, fences, farm buildings, equipment and stock.
10. All animals are to be kept under control and **MUST NOT** be allowed to run loose on the field. Recommended length of lead when tethered is *3 metres* and the animals must be exercised away from the vans.
11. The use of any kind of weapons on the rally field is expressly forbidden except in a controlled competition organised by the rally officers. Flying of kites and use of model aircraft or cars and the playing of ball games should be done away from the caravan area and preferably in a separate open space.
12. Each pitch should be cleared of all litter at the end of the rally and a careful check of all areas made to ensure nothing is left behind.
13. Noise from any source, Generators, radios etc., should be kept to a minimum.
14. Driving of vehicles on the site should be kept to a minimum, especially in wet conditions. Where a refreshment tent is organised on site, driving to and from the tent is to be avoided.

Public Health

15. There must be a clear distinction between drinking water taps and water supplied for cleansing chemical toilets. The two uses must never overlap.
16. Rallygoers must utilise their chemical toilets, properly charged with one of the formaldehyde-based chemical fluids.
17. The contents of the chemical toilet must only be disposed of, on the rally site, into the disposal point agreed with the land owner.
18. Similarly, waste water must only be disposed of into the disposal point and should not be allowed to overflow or foul the rally field.
19. Waste disposal points should be filled in with the excavated earth at the end of the rally and, where possible, the disturbed turf replaced.
20. Members attending rallies of only short duration can reasonably be expected to take their refuse home with them.
21. On rallies where refuse is to be collected, refuse receptacles should be used, and subsequent disposal of the contents in the proper manner should be arranged with the land owner. In particular, the rally organiser is asked to ensure that:
 - a) the land owner undertakes to ensure the proper disposal of the refuse, or
 - b) the local authority is asked to collect,
 - c) where a third party is engaged, he is asked to give an undertaking to only dispose of the refuse at a licensed site. Under no circumstances should refuse be emptied into the waste disposal point.

Road Safety and Access

22. It is also recommended that the arrangements of successive five day rallies in holiday areas at peak periods involving members moving from one rally to the next is avoided unless the movement of outfits is spread over a period to avoid nuisance.
23. In popular holiday areas at peak holiday periods (e.g. Bank Holidays) it is suggested that movement of towed vans should be arranged, if at all possible, outside the periods of heaviest road use to avoid inconvenience to other road users.
24. Venues chosen should be situated, again if possible, on good access roads of sufficient width to enable members' outfits to pass any other traffic which may be encountered without difficulty.
25. The access into the rally field should be at least 9ft wide, easily negotiable and clearly indicated. Where possible, avoid selecting a venue where the access is directly onto a busy 'A' class road.
26. All Club Rally Marshals to ensure that adequate Fire Extinguishers with current certificates are available on their site at all times.

Obtaining a Caravan Permit - Reminder:-

1. Obtain the written permission from the land owner.
2. Fill in the ALRC caravan permit application form in full.
3. Send the land owner's permission, the application form and S.A.E. to the ALRC Caravan Secretary at least one month before the rally date. The permit will then be sent. There is no charge for this.
4. **DO NOT** run a rally without a permit as it will put our DEFRA exemption certificate at risk.