

**Is this a new or renewal Pavement Licence?:**New

**Applicant full name:** YZS2 Ltd

**Applicant address:** 7 Cheapside  
Lancaster

**Applicant postcode:** LA1 1LY

**Applicant telephone number:** [REDACTED]

**Applicant email address:** [REDACTED]

**Do you have agent details?:**No

**Is the proposed location for the Pavement Licence the same as the applicants address?:**Yes

**Please state the activities you intend to undertake in the Pavement Licence area:**Provide  
outside seating to customers to consume their food & Drink

**Do you intend to alter any of the building and/or building frontage to accommodate the proposal?:** No

**Are there any lighting columns, litter bins, road signs, public seating, trees etc. on the site or within the boundary of the area proposed for the Pavement Licence?:** No

**Is proper sanitary accommodation available within the building to be used to service the Pavement Licence area?:** Yes

**Please provide details of furniture to be placed within the Pavement Licence area. Please detail the type, style and colour of furniture, umbrellas, boundary markers, and show them on your details layout plan.:** Tables and chairs, along with branding on an A Board and wheeled tresses

**What range of food/drinks (hot/cold food, alcoholic/non-alcoholic drinks) is it intended will be sold/served within the Pavement Licence area?:** Tea, coffee, sandwiches, waffles, toasties, panini

**Please upload a location plan to Ordnance Survey quality to show the proposed area for the Pavement licence at 1:1250 scale.:** Burger-King-7-Cheapside-Lancaster-Lancashire-LA1-1LY.pdf

**Please upload a detailed plan (to show the proposed Pavement Licence and associated furniture) to a specified scale.:** SKM\_C45826082810200.pdf

**Please upload full details of the furniture/equipment to be used.:**Black Sheep Coffee  
Lancaster 16.03.2026.pdf

**Please upload an example of the menu of drinks/foods to be served.:**Matcha.jpg

**Please upload details of the management arrangements for the pavement licence area.:**  
(#2546455052) Schedule - Shops & Salons Adjustment Policy from Intact Insurance.pdf, Outdoor Seating Policy.pdf

**Please upload proof of indemnification against all claims, injuries or accidents, with cover**

up to £2 million.: (#2546455052) Schedule - Shops & Salons Adjustment Policy from Intact Insurance.pdf

I have read and agree to the declaration above:I agree

Date [REDACTED]

Payment:

| Quantity | Amount to be paid | Name | Telephone Number | Email Address | House No. / Name | Street             | Town      |
|----------|-------------------|------|------------------|---------------|------------------|--------------------|-----------|
| 1        | [REDACTED]        |      |                  |               |                  | Black Sheep Coffee | Lancaster |

## PAVEMENT LICENSING INFORMATION

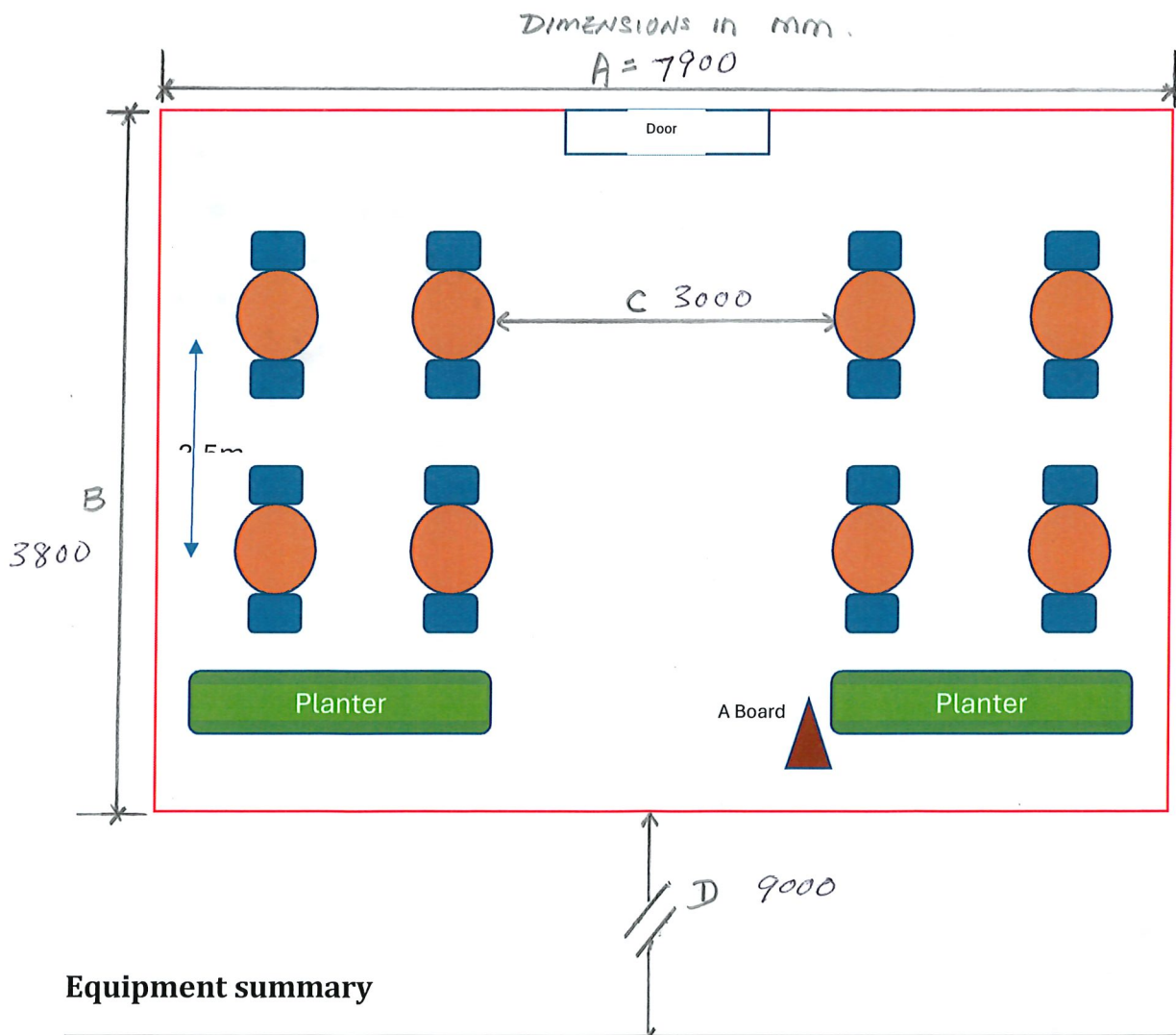
# Pavement Licensing – Outdoor Seating Area

Black Sheep Coffee | Cheapside, Lancaster

**Outdoor seating equipment** consists of eight black circular, foldable tables with central legs (60 cm each), and 16 black metal outdoor chairs (50 cm each), with a four-legged wired-frame design. The area also includes two branded wooden artificial planters on four wheels, fitted with brakes, together with a classic foldable A-board for advertising, also fitted with four wheels and two brakes.

**Pavement boundary and pedestrian flow.** The extent of the outdoor furniture is shown on the plan below to help ensure safe and unobstructed public pedestrian flow.

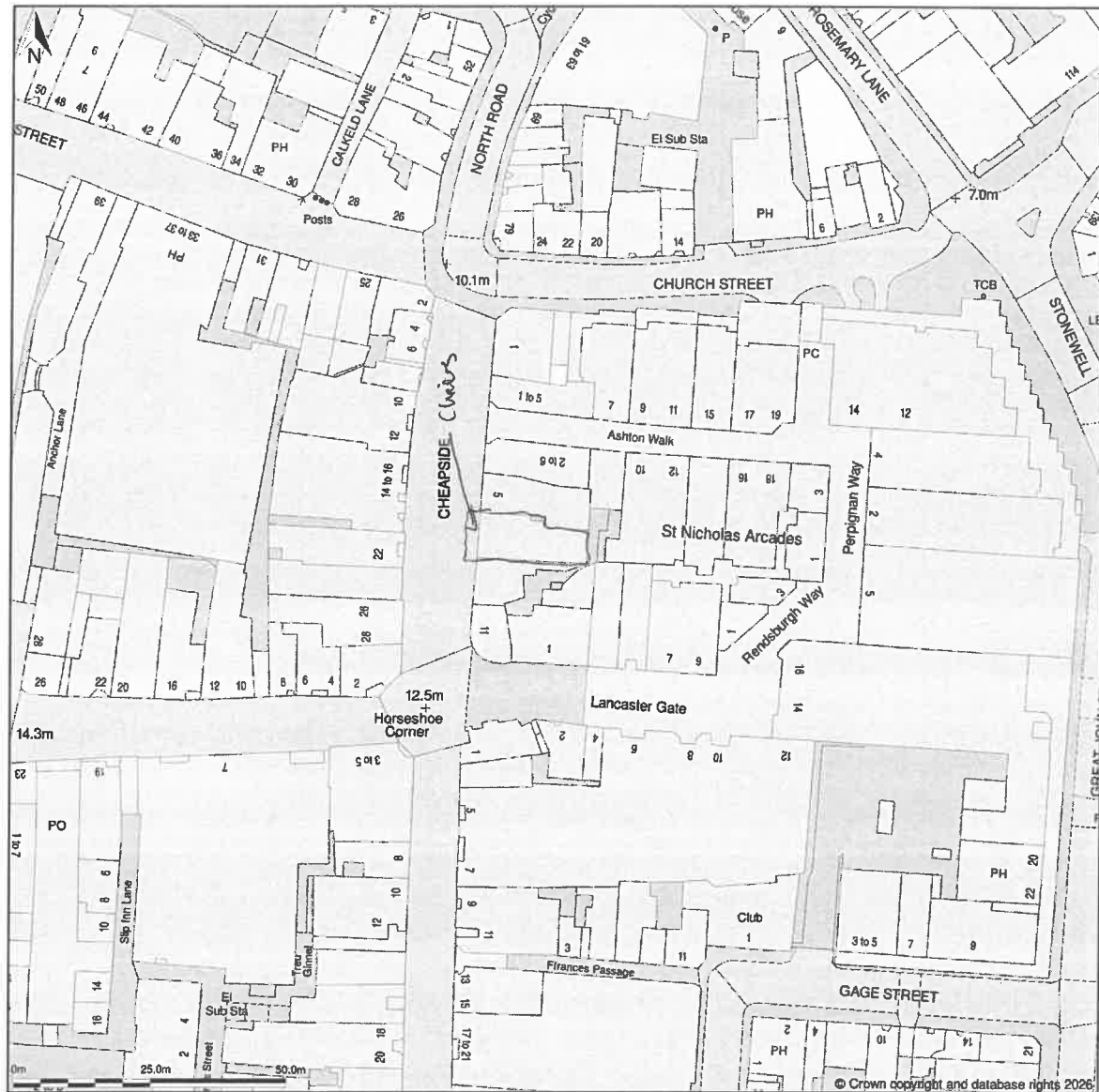
### Outdoor Seating Layout Plan



### Equipment summary

| Item | Quantity | Details |
|------|----------|---------|
|------|----------|---------|

**7. Cheapside, Lancaster, Lancashire, LA1 1LY**



Location Plan shows area bounded by: 347648.83, 461646.87 347848.83, 461846.87 (at a scale of 1:1250), OSGridRef: SD47746174. The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary.

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# COFFEE

ADULTS NEED AROUND 2000 KCAL

## ESPRESSO

36 KCAL

2.39 - S | 2.69 - R

## AMERICANO

50 KCAL

2.99 - S | 3.39 - R | 3.59 - L

## LATTE

133/180/234 KCAL

3.39 - S | 3.89 - R | 4.49 - L

## BANANA LATTE

260/338 KCAL

4.59 - R | 4.89 - L

## FLAT WHITE

134/180/234 KCAL

3.89 - S | 4.49 - R | 4.89 - L

## CAPPUCCINO

180/238/300 KCAL

3.39 - S | 3.79 - R | 4.29 - L

## MOCHA

180/238/300 KCAL

4.09 - S | 4.29 - R | 4.79 - L

## MACCHIATO

50 KCAL

2.79 - S | 2.99 - R

## PICCOLO

36 KCAL

2.39 - S | 3.29 - R

## PISTACHIO LATTE

374/488/538 KCAL

4.19 - S | 4.59 - R | 4.89 - L

## HONEY CARDAMOM OAT MILK LATTE

230/288 KCAL

4.89 - R | 5.39 - L

## FUNCTIONAL RANGE

LION'S MANE LATTE

180/238/300 KCAL

4.29 - S | 4.79 - R | 5.39 - L

PREBIOTIC LATTE

180/238/300 KCAL

4.29 - S | 4.79 - R | 5.39 - L

COLLAGEN LATTE

180/238/300 KCAL

4.39 - S | 4.89 - R | 5.49 - L

CBD LATTE

133/180/234 KCAL

4.69 - S | 5.19 - R | 5.79 - L

## MASALA CHAI LATTE

HOT: 3.59 - S | 3.99 - R | 4.29 - L

180/238/300 KCAL

ICED: 4.09 - R | 4.29 - L

NEW

CHOOSE YOUR FUNCTION



## PUMPKIN SPICE LATTE

HOT: 4.19 - S | 4.59 - R | 4.79 - L

279/378/488 KCAL

ICED: 4.69 - R | 4.89 - L | 5.19 - XL

I'M BACK!

## CUSTOMISE YOUR DRINK

### MILK ALTERNATIVES

ALMOND 71 KCAL

COCONUT 70 KCAL

OAT 71 KCAL

FREE

### BOOST ANY DRINK

LION'S MANE SHOT 13 KCAL

PREBIOTIC SHOT 12 KCAL

COLLAGEN SHOT 12 KCAL

CBD SHOT 0.6 KCAL

FROM 99p

### EXTRAS

CHOCOLATE 39 KCAL

SYRUPS 49 KCAL

ESPRESSO SHOT 2 KCAL

MATCHA SHOT 3 KCAL

69p

PROTEIN SHOT 39 KCAL

TURMERIC SHOT 59 KCAL

99p



# HOT DRINKS

## SIGNATURE HOT CHOCOLATE

203/298/368 KCAL

3.89 - S | 4.09 - R | 4.49 - L

## TRIPLE CHOC HOT CHOCOLATE

285/380/484 KCAL

4.69 - S | 4.89 - R | 5.39 - L

## TURMERIC LATTE

180/238/300 KCAL

3.69 - S | 3.99 - R | 4.39 - L

## TEA & INFUSIONS

1 KCAL

ENGLISH BREAKFAST - EARL GREY

DECAF ENGLISH BREAKFAST -

GREEN TEA - PEPPERMINT

PRICES FROM

2.79 - R

BABYCCINO

1.59 - S

PUPPYCCINO

1.49 - S | 1.99 - L

# COLD DRINKS

ADULTS NEED AROUND 2000 KCAL

## ICED COFFEE

FUNCTIONAL ICED LATTE

180/238/300 KCAL

4.29 - R | 5.19 - L | 5.79 - XL

ICED VANILLA OAT LATTE

174/233/308 KCAL

4.39 - R | 4.59 - L | 4.89 - XL

ICED PISTACHIO LATTE

405/519/571 KCAL

4.69 - R | 4.89 - L | 5.19 - XL

ICED AMERICANO

470 KCAL

3.39 - R | 3.69 - L | 3.99 - XL

ICED LATTE

134/180/234 KCAL

4.09 - R | 4.29 - L | 4.59 - XL

ICED BANANA LATTE

304/397/488 KCAL

4.89 - R | 5.49 - L | 6.09 - XL

ICED MOCHA

218/306/388 KCAL

4.29 - R | 4.49 - L | 4.89 - XL

VIETNAMESE ICED COFFEE

233/287/368 KCAL

4.89 - R | 5.49 - L | 6.09 - XL

## NOT COFFEE

ICED TURMERIC LATTE

180/238/300 KCAL

4.29 - R | 4.59 - L

ICED CHOCOLATE

280/330 KCAL

4.09 - R | 4.29 - L

FRAPPÉS

COFFEE FRAPPÉ

310/387/488 KCAL

4.49 - R | 4.99 - L | 5.49 - XL

COFFEE & BANANA FRAPPÉ

305/387/488 KCAL

4.89 - R | 5.49 - L | 6.09 - XL

SALTED CARAMEL FRAPPÉ

310/387/488 KCAL

4.89 - R | 5.49 - L | 6.09 - XL

BANANA MATCHA FRAPPÉ

210/306/388 KCAL

5.09 - R | 5.69 - L | 6.29 - XL



LIQUID COOKIE

414/534/602 KCAL

4.49 - R

4.99 - L

5.59 - XL

# SMOOTHIES & SHAKES

## THE ACAI SMOOTHIE

268 KCAL

ACAI - STRAWBERRY

BANANA - COCONUT

WATER - COCONUT

YOGHURT

8.99

CHERRY BERRY SMOOTHIE

173 KCAL

6.29

TROPICAL GREENS SMOOTHIE

210 KCAL

5.49

CHOCOLATE MILKSHAKE

323 KCAL

4.99

STRAWBERRY MILKSHAKE

367 KCAL

4.99

UPGRADE TO COCONUT WATER

69p

BLUEBERRY FLAX SMOOTHIE

209 KCAL

5.49

PINEAPPLE & PASSIONFRUIT SMOOTHIE

177 KCAL

4.99

# COLD FOAM

ADD COLD FOAM TO ANY DRINK

## THE MATCHA CLOUD

DAIRY: 3.99 - R | 4.49 - L | 4.79 - XL

460/578 KCAL

DAIRY: 4.29 - R | 4.79 - L | 5.09 - XL

180/238/300 KCAL

ICED STRAWBERRY MATCHA

W/ STRAWBERRY COLD FOAM

5.39 - R | 5.89 - L

235/295 KCAL

ICED VANILLA MATCHA W/ COLD FOAM

DAIRY: 5.09 - R | 5.59 - L

152/202 KCAL

DAIRY: 5.39 - R | 5.89 - L

193/248 KCAL

ICED LATTE W/ COLD FOAM

DAIRY: 4.99 - R | 5.19 - L | 5.49 - XL

152/202 KCAL

DAIRY: 5.39 - R | 5.49 - L | 5.79 - XL

190/247/290 KCAL

ICED AMERICANO W/ COLD FOAM

DAIRY: 4.39 - R | 4.59 - L | 4.89 - XL

22/24/26 KCAL

DAIRY: 4.59 - R | 4.89 - L | 5.19 - XL

60/70/72 KCAL

# NORWEGIAN WAFFLES

ADULTS NEED AROUND 2000 KCAL

EXTRA TOPPINGS FROM 79p

## BISCOFF WAFFLE

809 KCAL

6.19

## BANOFFEE WAFFLE

809 KCAL

6.59

## NUTELLA

619 KCAL

6.19

## NUTELLA & STRAWBERRIES

586 KCAL

6.59

## NUTELLA & BANANA

676 KCAL

6.59

## PEANUT BUTTER & BANANA

816 KCAL

6.19

## PEANUT BUTTER & JAM

771 KCAL

6.19

## NORWEGIAN CLASSIC

601 KCAL

6.59

## PLAIN WAFFLE

387 KCAL

5.59

## STRAWBERRIES & CREAM

476 KCAL

6.59

EXTRA TOPPINGS FROM 79p

MATCHA WAFFLE

393 KCAL

6.59



# ACAI BOWLS



## MAPLE & PECAN ACAI BOWL

447 KCAL

ACAI - GRANOLA - PECANS -

MAPLE SYRUP

8.59

I'M BACK!

## ACAI BOWL

447 KCAL

ACAI - BANANA - GRANOLA -

PEANUT BUTTER

7.99





Map

Satellite



Scop  
Charity

British Heart Foundation  
Charity shop

es' Den  
shop

Costa Coffee

Cheapside

Cheapside



Black Sheep  
Coffee - Ch

Greggs

Cheapside

orshoe Corner

Google

Map data ©2026 Imagery ©2026 Airbus Terms

Warren James









# OUTDOOR FURNITURE REMOVAL & STORAGE POLICY

7 Cheapside, Lancaster, LA1 1LY

|                |               |             |                    |
|----------------|---------------|-------------|--------------------|
| Document owner | Store Manager | Version     | 1.0                |
| Effective date | _____         | Review date | _____              |
| Approved by    | _____         | Applies to  | All relevant staff |

## 1. Purpose

This policy sets out the management arrangements for the safe removal, securing and storage of furniture and associated items from the outdoor paved area. It is intended to protect customers, employees, visitors and property, maintain a professional appearance and support compliance with any applicable pavement licence, landlord or local authority requirements.

## 2. Scope

This policy applies to all employees, supervisors, managers and contractors who position, inspect, move, remove, secure or store outdoor furniture at the premises.

## 3. Policy Statement

Outdoor furniture shall only be placed within the approved designated area and during authorised operating hours. It must be removed, secured or taken out of use whenever required for closing, public safety, adverse weather, cleaning, maintenance, security or compliance purposes.

## 4. Responsibilities

### Store Manager

- Own and implement this policy at the premises.
- Ensure relevant team members receive suitable instruction and practical training.
- Confirm an appropriate storage location and safe moving method.
- Review incidents, damage, recurring hazards and any changes to licence or site requirements.

### Duty Manager

- Complete opening and closing checks for the outdoor paved area.
- Allocate sufficient staff to move furniture safely.
- Decide when furniture must be removed early because of weather, safety, security or operational concerns.
- Record and escalate defects, incidents, near misses or missing items.

### Team Members

- Follow management instructions and the safe system of work in this policy.
- Use safe handling techniques and request assistance for awkward or heavy items.
- Do not use damaged or unstable furniture.

- Report hazards, damage, incidents and near misses immediately.

## 5. When Furniture Must Be Removed

### End of Trading

All movable tables, chairs, barriers, parasols and related equipment must be cleared from the outdoor paved area promptly at the end of authorised use. Items must be stored or secured in the designated location without blocking doors, fire exits, escape routes, corridors, service areas or access for emergency services.

### Adverse Weather

Furniture must be removed or secured when wind, heavy rain, snow, ice or other conditions may cause an item to move, overturn, become unstable or create a slip, trip or impact hazard. Parasols must be closed and removed before conditions become unsafe.

### Safety, Security or Nuisance

Furniture must be removed immediately if it is damaged, unstable, obstructing pedestrian movement, narrowing an access route, interfering with neighbouring premises, encouraging antisocial behaviour, or presenting a risk of theft, vandalism or public nuisance.

### Instruction from an Authority or Site Controller

Furniture must be removed when instructed by the local authority, police, emergency services, landlord, managing agent or another authorised site representative.

## 6. Safe Removal Procedure

1. The Duty Manager assesses the area, weather, pedestrian activity and the number and type of items to be moved.
2. Customers are politely asked to vacate the relevant furniture and are kept clear of the moving route.
3. The route to the storage area is checked and cleared of obstacles, spillages and trip hazards.
4. Parasols are closed and separated from bases where designed to do so. Loose accessories are removed first.
5. Team members move one manageable item at a time. Trolleys or lifting aids are used where available and suitable.
6. Two people are used for heavy, bulky, awkward or unstable items. Furniture must not be dragged where this could damage paving or create excessive noise.
7. Items are placed securely in the designated storage area so they cannot fall, roll or block access.
8. The paved area is swept and checked for litter, breakages, spillages, damage and remaining obstructions.
9. The Duty Manager completes the closing check and records any defect, incident, missing item or required follow-up.

## 7. Storage Requirements

- Use only the designated storage area.
- Stack furniture only where the item is designed to be stacked and keep stacks stable.
- Keep electrical panels, plant, fire equipment and emergency routes unobstructed.
- Keep furniture clean and dry where practicable to prevent deterioration.
- Clearly identify damaged items and isolate them from use until repaired or replaced.
- Secure items against unauthorised access, theft or movement where required.

## 8. Manual Handling and Personal Safety

- Assess the load before lifting or carrying it.
- Use a stable stance, keep the item close to the body and avoid twisting.
- Do not lift beyond personal capability. Ask for help or use an appropriate aid.
- Wear suitable closed, slip-resistant footwear.
- Stop work and notify the Duty Manager if the route or conditions are unsafe.

## 9. Opening and Closing Checks

### Opening Check

- Paved surface is clean, even and free from obvious hazards.
- Furniture is clean, stable, serviceable and positioned within the approved area.
- Pedestrian routes, entrances and emergency access remain clear.
- Weather conditions are suitable for outdoor furniture and parasols.

### Closing Check

- All furniture and associated items have been removed or secured as required.
- No item obstructs an entrance, exit, corridor or emergency route.
- The paved area is left clean and free from litter, glass, spillages and trip hazards.
- Damage, missing items, incidents and near misses have been recorded and reported.

## 10. Defects, Incidents and Escalation

Any damaged furniture, injury, near miss, public complaint, obstruction, theft or enforcement concern must be reported to the Duty Manager without delay. Unsafe furniture must be taken out of service. Where necessary, the area must be isolated until it can be made safe.

## 11. Training and Compliance

Relevant employees must receive instruction on this policy, the approved furniture layout, the storage location, manual handling expectations and local emergency arrangements. Failure to follow this policy may lead to retraining and, where appropriate, action under the company disciplinary procedure.

## 12. Review

This policy will be reviewed annually, after a relevant incident, following a material change to the outdoor area or furniture, or when licence, landlord, local authority or operational requirements change.

**Manager signature:**

**Date:**

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Next review due:**