**Beach Hut FAQ**

1. What does my site licence cover?

The site licence covers the plot in which the beach hut sits upon and does not include additional land to the front, back and sides, over and above the stated dimensions.

1. If I wish to make changes to my hut, how would I go about it?

Please contact the Seafronts/Beach Huts Department with your request. Tendring District Council (TDC) can then advise you on whether those changes that wish to be made fall under the current specifications and conditions.

1. How do I pay for my site licence?

The Council charges an Annual Site License fee, which is sent out around the 1st April. To pay for the Annual site licence, there will be instructions on the back of the green invoice sheet sent to all beach hut owners.

1. What are the beach hut specifications?

Size The Hut shall be of the following dimensions:

Frontage 8'0" (2440mm)

Depth overall 12'0 (3660mm)

Height- to eaves 6’9” (2060mm) - to ridge 7’9” (2360mm)

Exceptions

(i) The Leas, Frinton Depth overall 11'0" (3350mm)

(ii) Brightlingsea Frontage 7`0" (2130mm) Depth overall 10`6" (3200mm)

(iii) West Promenade, Clacton Frontage 12`0" (3660mm) Depth overall 8`0" (2440mm)

1. What should I do if I intend to sell my hut?

For owners who are considering selling their beach hut, we ask owners to contact the Seafronts Team before they proceed to list the hut for sale. This will allow TDC to remind the owner that this brings their licence to an end. Additionally, it will ensure that their huts meet the standard specification before they embark on any sale to avoid refusal of a new licence.

To allow the above to occur, the Seafronts Team will be asking for photographic evidence of the front, back and sides. Should any breach be noted, we will work as sympathetically as possible with the current owner to try and resolve the breach within an acceptable time frame so as not to delay issuing a new licence.

1. What happens if the beach hut I intend to sell or buy does not meet the specifications and licence conditions?

While most beach huts do fall within the standard dimensions, some huts fall outside, with the addition of balconies/patios that have been added over the years. As you are aware, the site licence covers the plot in which the beach hut sits upon and does not include additional land to the front, back and sides, over and above the stated dimensions. We will be looking at how to best address these and other variations of licence conditions through the revised strategy.

In the meantime, and with immediate effect, we will prioritise those huts being sold and where new licence applications are received. We will be requesting current photographs of the hut's front, back, and sides in all these circumstances. These can either be submitted by the current owner, or we can send an Officer from the Seafronts Team to carry out this task. If adaptions fall outside of the specification, we will look to work with the owner to ensure the hut complies with licence conditions prior to the sale taking place so that a new licence can be issued without complication.

1. How do I transfer my hut after a death in the family?

For TDC to move forward with your request to amend the site licence holder name, we will require the following documents/ information:-

* Completed executor transfer form – this can be found on our website, or we can send you a copy, should you so wish
* Copy of Will extract/ probate document or letter from a solicitor confirming who the beach hut is to be left to
* Copy of Death certificate
* Photographs of the outside of the hut – front/back/ sides
* If the beach hut is going to a surviving family member, there is no transfer fee applicable, however, should this not be the case and the hut is to be transferred to a third party, the transfer fee of £367.20 would apply.

1. Can I rent my beach hut?

We would also like to draw your attention to the existing licence conditions: 3.7 'Not to use nor permit the use of the Hut or the Site for any trade profession or business.' and 4.1 'The rights given in Clause 2 may only be exercised by him and his immediate family and guests', which means beach huts rentals are not currently permitted. However, these licence conditions will be reviewed as part of the new Beach Hut Strategy.

1. I have changed addresses, how do I update the Seafronts Team about this.

To change your address, this needs to be put in writing.

Please email the Beach Huts Department: [beachhuts@tendringdc.gov.uk](mailto:beachhuts@tendringdc.gov.uk)

Stating your beach hut number and location, full name, previous address and new address. This can then be updated on our system.

10. I'd like to add a handrail to my beach hut; how do I go about this?

Some beach hut owners request handrails to either the [Seafronts@tendringdc.gov.uk](mailto:Seafronts@tendringdc.gov.uk) or [beachhuts@tendringdc.gov.uk](mailto:beachhuts@tendringdc.gov.uk) to be erected to assist them with access to their huts.  Usually, any requests would be forwarded to Engineering Services. They would then conduct a site visit to see if the area is suitable and, if necessary, as they are usually spaced out and only erected to serve several huts and not just one (budget permitted).

11. Can I add more than two names on a licence?

Unfortunately, there can only be two names for the site license holder due to our system holding a certain amount of information.

12. How do I qualify for resident rates & what is the catchment area?

If you live in the Tendring area, you will be able to qualify for Residents Rates.

13. How do I add my name to the five years leased Beach Hut waiting list? Where are the beach huts located?

If you would like to put your name on the waiting list, please email [Beachhuts@tendringdc.gov.uk](mailto:Beachhuts@tendringdc.gov.uk) with your name, address and telephone number and which location you would prefer.

The beach huts are in Clacton on Sea below the Greensward, between Toby Carvery and the Pier. There are some below First Avenue in Holland on Sea, situated on the beach. One is located in Frinton, below Connaught Avenue, and lastly, in Dovercourt, along West End Lane.

Unfortunately, we cannot give you a time scale of how quickly you are able to acquire one of these as there are already over 100+ people on the waiting lists.

14. What happens if I don't pay my site licence?

If a licence holder fails to pay their site licence after final reminders have been served, the Council have the right to revoke the site licence and remove the hut – see section 5 point 5.1 of the site licence conditions.

15. What happens if I don't keep my hut in a good state of repair?

If a hut is left to fall into a state of disrepair after being written to/ notices served, etc., the Council have the right to revoke the licence and dispose of/ sell the hut and recoup their losses. See section 3, point 3.8 and section 5, point 5.1.