

Riding Establishment Licence - Guidance notes

Who needs to apply?

Anyone carrying on the business of keeping horses to be let out on hire for riding or anyone keeping horses to be used in providing instruction in riding in return for payment.

How to apply

If you are going to keep horses for hire or for giving lessons in Bracknell Forest, you must first apply on the appropriate application forms which can be obtained from the Licensing Department. You will need to complete the application form and return it together with the fee to the Council offices in Bracknell.

There is an application fee. These licences need to be renewed annually.

How your application will be processed

Once your completed application for the grant of a licence is received, the Council will send an authorised officer of the Council and a Veterinary Surgeon/Practitioner to inspect your premises. If an acceptable report is received from the authorised vet, then we will be able to let you know the conditions that we propose to attach to your licence before it is issued.

When we receive an application to renew of licence, the Council will usually send an authorised officer of the Council and a Veterinary Surgeon/Practitioner to inspect your premises. If the inspecting officer's report is satisfactory, we will be able to let you know the conditions that we propose to attach to your licence before it is issued.

What happens if my application is not successful?

On certain occasions a vet may recommend that a licence should not be issued, after consideration the Council may agree and decide not to give you a licence. If that happens you, as the applicant, have a right of appeal to the Magistrates Court against that decision.

Riding Establishments Acts 1964 and 1970

Applications are made under the relevant legislation and it is a condition of the licence to abide by that legislation.

A licence may be granted to an individual over the age of 18 years or a corporate body.

Horse includes any mare, gelding, pony, foal, colt, filly or stallion and also any ass, mule or Jennet.

The Act regulates riding establishments, which let out horses on hire or use them for the purpose of providing, in return for payment, instruction in riding or for the purpose of demonstrating riding.

A licence is valid from the date of issue or from the first day of January next.

Payment Information

Payment for any of the above licences, registrations or consents can be made in the following ways:

By Cash or Cheque (made payable to Bracknell Forest Borough Council) at Time Square

By Credit/ Debit Card at Time Square or over the phone on 01344 352000

Online at www.bracknell-forest.gov.uk

Enclose the following with your application:

A receipt showing payment of the fee (non-refundable) or cheque made payable to Bracknell Forest Borough Council. A receipt will be received automatically if payment is made online.

A Copy of the Planning Permission for the Premises

Copies of any Certificates where applicable

Copy of Insurance Policy