

How to apply for a council garage



Cannock Chase Council owns various garage sites across Cannock, Hednesford and Rugeley. To be eligible you do not need to be a tenant, anyone can apply for a garage licence.

If you are interested in having a garage licence, the licence fee will vary depending on whether you are a tenant. Non Cannock Chase Council tenants will pay a commercial licence fee, which is subject to VAT, where as tenants are not obliged to pay VAT.

How do I apply for a garage?

Applying for a garage is easy, simply complete the attached application form giving details of the garage sites you are interested in (subject to availability).

Council tenants are given priority over private residents on the waiting list, and priority on medical grounds will only be given in exceptional circumstances or if you are a registered disabled applicant with an adapted vehicle.

There may be a waiting list for certain areas so applications will be treated in date order.

How do I pay my licence fee?

A garage licence fee will only be offered to the tenant of a Council dwelling if the rent record and tenancy has been maintained satisfactorily. You will be issued with a payment card, payments can then be made in various ways like Payzone, Post Office, internet, standing order, direct debit or by telephone using Debit/Credit cards. All licence fees should be paid monthly in advance.

How will the garage licence fee be calculated?

Garages are let on a weekly basis with the licence beginning on the Monday after the acceptance of the offer. The licence fees are subject to an annual review by the Council.

What can I use the garage for?

The garage's sole purpose is to house a motor vehicle. You should not use the garage for storage of items or for any other purpose that may cause nuisance or annoyance to neighbours or that may be a fire hazard.

**Please see details of garage sites within the District,
subject to availability.**

CANNOCK

Central Cannock

- Avon Road
- Brunswick Road
- Gaelic Road
- Johnson Road
- Pye Green Road (part)
- Stafford Road

Longford Estate

- Bideford Way
- Longford Green

Walsall Road Area

- Hunter Road
- Keble Close
- Laburnum Avenue
- Trinity Close

Jubilee Area

- Festival Court
- Prince Street
- Pye Green Road (part)

Broomhill Area

- Albion Place
- Victoria Street

Rumer Hill Area

- Oxford Green
- Railway Street
- Salop Drive
- Surrey Close
- Salop Drive
- Walhouse Street
- Worcester Close

Norton Canes

- Breeze Avenue
- Brownhills Road
- Cherry Tree Road
- Jerome Drive
- Pool Avenue
- Yew Tree Close

HEDNESFORD

Hednesford

- Anglesey Street
- Burgoyne Street
- Cobden Close
- Dovedale
- Hillside Close
- Littleworth Road
- Lomax Road
- Mill Pool Road
- McGhie Street
- Shaftesbury Drive
- Stafford Lane
- Sunrise Hill
- Sussex Drive
- Wilcox Avenue

Pye Green Area

- Broadhurst Green
- Cedar Close
- Heather Road
- Plantation Road

Moss Road Estate/Chadsmoor

- Brooklands Road
- Moss Road
- Moss Street

Hazel Slade

- Valley Road
- Old Park Road

Central Chadsmoor

- Arthur Street
- Cecil Street
- Taplow Place

Belt Road Area

- Brooke Road
- Mercury Road (in Apollo Close)
- Montrose Close
- Saturn Road
- Stratford Way

Wimblebury

- Acacia Grove
- Arthur Street
- St Pauls Road

Rawnsley

- Beaudesert View
- Deerhurst Rise
- Goodwood Close
- Kempton Close
- Middleway
- Saunders Close
- Slade View Rise
- St Michaels Drive
- Westgate

Heath Hayes

- Boston Close
- Brooklyn Road
- Cromwell Road
- Darwin Close
- Gladstone Road
- Hobart Road
- Holston Close
- Nicholls Way

Prospect Village

- Danby Drive
- Ironstone Road

RUGELEY

Central Rugeley

- Crossroads
- Green Lane
- Hagley Gardens
- John Till Close
- Somerville Terrace

Springfields Estate

- Allen Birt Walk
- Arthur Wood Place
- Jeffrey Close

Brereton

- Arthur Evans Close
- Harley Close
- Madden Close
- Ravenslea Road
- Sutton close

Documentation require to support your application

- Proof of National Insurance Number i.e. National Insurance Card, Wage slip, Benefit letter, Tax letter
- Proof of address i.e. utility bill
- Provide a valid photograph identification e.g. driving licence/passport.
- Car ownership V5 document/SORN
- Valid car insurance policy
- Blue badge documentation (if applicable)





APPLICATION FOR A COUNCIL GARAGE

This form is to be completed by anyone wishing to be considered for the allocation of a Council garage.

All applicants must provide full documentation to support their application (full details on the reverse). Applications received without full documentation will be returned. Council tenants must have a clear rent account prior to being considered for or accepting a garage licence.

Name: _____ Date of Birth: _____

Address: _____

National Insurance Number: _____

Tel No: Home: _____ Work: _____

Email address: _____

Vehicle Registration Number: _____

Please tick as appropriate:

Are you registered disabled?

Yes

No

Council Tenant

Other _____

Are you a leaseholder?

Yes

No

Are you already renting or have you previously rented a Council garage?

If yes, please state how many: _____

Please give address/es: _____

Please give details of the garage sites you wish to be considered for in order of preference (subject to availability)

i. _____

ii. _____

Signed: _____ Date: _____

- Garage licences are allocated to applicants on the waiting list in order of priority and date of application. Council tenants are given priority over private residents on the waiting list, and priority is also given on medical grounds in very exceptional circumstances.
- A garage licence will only be offered to the tenant of a council dwelling if the rent record is clear and the tenancy has been conducted satisfactorily.
- A council tenant who accepts the licence of a garage which is some distance from their home may apply for a transfer to a nearer site which will be dealt with when their turn is reached and when a garage becomes available.
- An occupier of privately owned property can only be granted a garage licence if there is no council house tenant willing to take the licence.



Please return the completed application form to the following address:

Cannock Chase Council

Allocations Team, Civic Centre, P O Box 28, Beecroft Road Cannock, WS11 1BG

Tel: **01543 462621**

Email: **allocations@cannockchasedc.gov.uk**