

# Wiltshire Council



Where everybody matters

## GUIDANCE NOTES PET SHOPS

The keeping and running of a pet shop is controlled by the Pet Animals Act 1951. No person may keep a pet shop unless they have first obtained a Licence from their Local Authority. Licenses for pet shops may be issued provided the applicant is not disqualified under any of the following Acts:

- a) The Pet Animals Act 1951
- b) The Animal Boarding Establishments Act 1963
- c) The Protection of Animals (Amendment ) Act 1954
- d) The Protection of Animals (Cruelty to Dogs) (Scotland) Act 1934

Where a licence is granted that licence and any subsequent licence will expire on the 31st December of the year to which it relates and must be renewed before that date if the premises are to continue as a pet shop.

### Council Duties

Before being granted a Licence the applicant must be able to demonstrate to the Council's Licensing Inspector:

- That they are suitably qualified to keep animals with regard to the type and number proposed to be kept.
- That the animals will be kept in accommodation that is suitable in respect of construction, size, temperature lighting, ventilation and cleanliness.
- That animals will be adequately supplied with suitable food, drink and bedding materials and (so far as is necessary) visited at suitable intervals.
- That mammals will not be sold at too early an age.
- That all reasonable precautions will be taken to prevent the spread of infectious disease amongst the animals.
- That appropriate steps will be taken to protect the animals in the case of fire or other emergency, including the provision of suitable fire fighting equipment.
- That a register containing a description of any animal received on the premises, the animals age and sex, the date of acquisition and departure and the source from which the animals are received, and that the register will be available for inspection at all times by a Licensing Inspector or by a veterinary Surgeon or Veterinary Practitioner authorised by the Council.
- No animal will be sold to a child under the age of 12 years.

A Licence may be refused or withheld on other grounds, if those grounds are such that conditions are not suitable for the keeping of animals. Each Licence is subject to standard conditions that are imposed on all pet shops licensed by the Council. In addition to the standard conditions a Licence may also contain special conditions that are only applicable to each premises.

## **Fees**

Initial Licence Fee:	£196.00*
Licence Annual Renewal:	£164.00*
Amendment to existing Licence:	£11.00*

*\* plus vet fees where necessary*

For renewal of a Licence the fee and a complete application must be received before the expiry date of the old Licence.

## **Contact Details**

Wiltshire Council has four main offices where correspondence can be sent. Please use the Office covering the area in which the premises are situated. Contact details are as follows:

**Chippenham:** **Wiltshire Council, Monkton Park, Chippenham, Wiltshire, SN15 1ER**

*(This office deals with all applications relating to Chippenham, Calne, Corsham and Wootton Bassett as well as the rest of the old North Wiltshire District Council Area)*

**Devizes:** **Wiltshire Council, Browfort, Bath Road, Devizes, Wiltshire, SN10 2AT**

*(This office deals with all applications relating to Devizes, Pewsey, Marlborough and Tidworth as well as the rest of the old Kennet District Council Area)*

**Salisbury:** **Wiltshire Council, 27/29 Milford Street, Salisbury, SP1 2AP**

*(This office deals with all applications relating to Salisbury, Amesbury, Downton, Mere, Hindon and Tishead as well as the rest of the old Salisbury District Council Area)*

**Trowbridge:** **Wiltshire Council, Bradley Road, Trowbridge, Wiltshire, BA14 0RD**

*(This office deals with Trowbridge, Bradford-on-Avon, Melksham, Warminster and Westbury as well as the rest of the old West Wiltshire District Council area)*

**Applications can be sent to any of the above addresses, but it will speed processing if they are sent directly to the office covering the area in which the premises is situated.**

Wiltshire Council has one main telephone number: 0300 456 0100.

## **Right of Appeal**

Any person aggrieved by a refusal to be granted a Licence, or by any conditions to which a Licence is subject, may appeal to the Magistrates Court, and they may give such directions regarding the Licence or its conditions as they think proper.

## **Offences**

The following offences and penalties apply to the pet shops:

- Any person found guilty of keeping a pet shop without a Licence.
- Any person found guilty of failing to comply with their Licence conditions.
- Any person found guilty of obstructing or delaying an Inspector, or authorised Veterinary Surgeon or Veterinary Practitioner, in the exercising of their powers.
- If found guilty under this Act, the defendant's Licence may be cancelled and they may be disqualified from keeping a pet shop for such length of time as the Court thinks fit.

## **Further Information and Forms**

Copies of the Pet Animals Act 1951 and other legislation mentioned can be purchased from Her Majesty's Stationery Office at [opsi.gov.uk](http://opsi.gov.uk).

A copy of the Pet Animals Act 1951 can be inspected at the Council offices where you may also obtain a copy of the Council's standard licensing conditions, an application form and further help or advice.