

**Application Form for Deposits under Section 31(6) of the Highways Act 1980 and Section 15A(1) of the Commons Act 2006**

**Please read the following guidance carefully before completing this form**

1. Guidance relating to completion of this form is available from: CA16 Form Guidance

Please refer to these separate notes when completing this form.

2. Parts A and F must be completed in all cases.

3. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

4. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

5. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

6. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

7. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

8. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

9. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

10. If you are applying for a deposit under section 31(6) of the Highways Act 1980, you must complete this form in all cases. If you are applying for a deposit under section 15A(1) of the Commons Act 2006, you must complete this form in all cases.

**Please do not submit this page as part of your application**



**PART A: Information relating to the applicant and land to which the application relates (All applicants must complete this Part)**

Please complete the form, print off and sign and return to the address on page 11.  
If you hover over each of the boxes with your mouse, tips will appear to help you fill in the form.

1. Name of appropriate authority to which the application is addressed:

**Staffordshire County Council**

2. Name and full address (including postcode) of applicant:

3. Status of applicant (tick relevant box or boxes):

I am

(a)  the owner of the property/land(s) described in paragraph 4;

or

(b)  making this application and the statements/declarations it contains on behalf of  
 who is the owner of the property/land(s)

described in paragraph 4 and in my capacity as

4. Insert description of the property/land(s) to which the application relates (including full address and postcode)

5. Ordnance Survey six-figure grid reference(s) of a point within the area of land(s) to which the application relates (if known) e.g: SJ955 185 or SJ955185.

**Owners:**

If you have ticked box (a), and wish to deposit the Statement and Map **ONLY** under Section 31(6), please fill in the rest of this section, then Parts B(i), E and F as appropriate. Note that the Declaration must be deposited within 20 years of the date the Statement and Map were received by Staffordshire County Council.

If you have ticked box (a), and wish to deposit the Statement and Map **AND** make the Declaration under Section 31(6), please fill in the rest of this section, then Parts B(i), C(i), E and F as appropriate.

If you have ticked box (a), and wish **ONLY** to make the Declaration as you have previously deposited your Statement and Map, please fill in the rest of this section, then Parts C(i), E and F as appropriate.

If you have ticked box (a), and wish to make a Statement under Section 15A(1), please fill in the rest of this section, then D(i), E and F as appropriate.

**Authorised Representative:**

If you have ticked box (b), and wish to deposit the Statement and Map **ONLY** under Section 31(6), please fill in the rest of this section, then Parts B(ii), E and F as appropriate. Note that the Declaration must be deposited within 20 years of the date of the date the Statement and Map were received by Staffordshire County Council.

If you have ticked box (b), and wish to deposit the Statement and Map **AND** make the Declaration, please fill in the rest of this section, then Parts B(ii), C(ii), E and F as appropriate.

If you have ticked box (b), and wish **ONLY** to make the Declaration as you have previously deposited your Statement and Map, please fill in the rest of this section, then Parts C(ii), E and F as appropriate.

If you have ticked box (b), and wish to make a Statement under Section 15A(1), please fill in the rest of this section, then D(ii), E and F as appropriate.

**Part F must be completed in all instances.**

6. This deposit comprises the following statement(s) and/or declarations

Part B

Part C

Part D

**PART B(i): Statement under Section 31(6) of the Highways Act 1980  
(OWNER to complete)**

I \_\_\_\_\_ am the owner of the property/land  
described in paragraph 4 of Part A of this form and shown \_\_\_\_\_ on the map  
accompanying this statement.

Ways shown \_\_\_\_\_ on the accompanying map are byways open to all traffic

Ways shown \_\_\_\_\_ on the accompanying map are restricted byways

Ways shown \_\_\_\_\_ on the accompanying map are public bridleways

Ways shown \_\_\_\_\_ on the accompanying map are public footpaths

Please type 'none' where no right of way of that type exists.

No (other) ways over the land shown \_\_\_\_\_ on the accompanying map have  
been dedicated as highways.

**PART C(i): Declaration under Section 31(6) of the Highways Act 1980  
(OWNER to complete)**

1. ~~CA~~ am the owner of the property/land described in paragraph 4 of Part A of this form and shown on the map accompanying this declaration or lodged with Staffordshire County Council on

2. On the day of , I or my predecessor in title deposited with Staffordshire County Council, being the appropriate council, a statement accompanied by a map showing my property in which stated that:  
the ways shown on that map (and on the map accompanying this declaration) had been dedicated as byways open to all traffic;  
the ways shown on that map (and on the map accompanying this declaration) had been dedicated as restricted byways;  
the ways shown on that map (and on the map accompanying this declaration) had been dedicated as bridleways;  
the ways shown on that map (and on the map accompanying this declaration) had been dedicated as footpaths;  
no (other) ways had been dedicated as highways over my 's property. *Please type 'none' where no right of way of that type exists.*

3. On the day of , I or my predecessor in title deposited with Staffordshire County Council being the appropriate council, a declaration dated , stating that no additional ways (other than those marked in the appropriate colour on the map accompanying that declaration) had been dedicated as byways open to all traffic / restricted byways / bridleways / footpaths, since the deposit of the statement referred to in paragraph 2 above.

4. No additional ways have been dedicated over the land coloured on the map accompanying this declaration (or referenced in paragraph 1 above) since the statement dated referred to in paragraph 2 above (or since the date of the declaration referred to in paragraph 3 above) other than those byways open to all traffic / restricted byways / bridleways / footpaths marked in the appropriate colour on the map accompanying this declaration, and, at the present time, I have no intention of dedicating any more public rights of way over my property.

**PART D(i): Statement under Section 15A(1) of the Commons Act 2006  
(OWNER to complete)**

I \_\_\_\_\_ am the owner of the land described in paragraph 4  
Part A of this form and shown \_\_\_\_\_ of on the map accompanying this statement  
deposited with Staffordshire County Council on \_\_\_\_\_

I \_\_\_\_\_ wish to bring to an end any period during which  
persons may have indulged as of right in lawful sports and pastimes on the whole or any part of the  
land shown \_\_\_\_\_ on the accompanying map/map referenced above.

**PART B(ii): Statement under Section 31(6) of the Highways Act 1980  
(AUTHORISED REPRESENTATIVE to complete)**

~~XXXXX XXXXX~~ is the owner of the property/land described in paragraph 4 of Part A of this form and shown on the map accompanying this statement.

Ways shown on the accompanying map are byways open to all traffic

Ways shown on the accompanying map are restricted byways

Ways shown on the accompanying map are public bridleway

Ways shown on the accompanying map are public footpaths

*Please type 'none' where no right of way of that type exists.*

No (other) ways over the land shown on the accompanying map have been dedicated as highways.



**PART C(ii): Declaration under Section 31(6) of the Highways Act 1980  
(AUTHORISED REPRESENTATIVE to complete)**

1. \_\_\_\_\_ is the owner of the property/land described in paragraph 4 of Part A of this form and shown \_\_\_\_\_ on the map accompanying this declaration or lodged with Staffordshire County Council on \_\_\_\_\_

2. On the \_\_\_\_\_ day of \_\_\_\_\_ or their predecessor in title deposited with Staffordshire County Council, being the appropriate council, a statement accompanied by a map showing \_\_\_\_\_'s property in which stated that:

the ways shown \_\_\_\_\_ on that map (and on the map accompanying this declaration) had been dedicated as byways open to all traffic;

the ways shown \_\_\_\_\_ on that map (and on the map accompanying this declaration) had been dedicated as restricted byways;

the ways shown \_\_\_\_\_ on that map (and on the map accompanying this declaration) had been dedicated as bridleways;

the ways shown \_\_\_\_\_ on that map (and on the map accompanying this declaration) had been dedicated as footpaths;

no (other) ways had been dedicated as highways over \_\_\_\_\_'s property.

*Please type 'none' where no right of way of that type exists.*

3. On the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ or their predecessor in title \_\_\_\_\_ deposited with Staffordshire County Council being the appropriate council, a declaration dated \_\_\_\_\_ stating that no additional ways (other than those marked in the appropriate colour on the map accompanying that declaration) had been dedicated as byways open to all traffic / restricted byways / bridleways / footpaths, since the deposit of the statement referred to in paragraph 2 above.

4. No additional ways have been dedicated over the land coloured \_\_\_\_\_ on the map accompanying this declaration (or referenced in paragraph 1 above) since the statement dated \_\_\_\_\_, referred to in paragraph 2 above (or since the date of the declaration referred to in paragraph 3 above) other than those byways open to all traffic / restricted byways / bridleways / footpaths marked in the appropriate colour on the map accompanying this declaration, and, at the present time, \_\_\_\_\_ has no intention of dedicating any more public rights of way over the property.

**PART D(ii): Statement under Section 15A(1) of the Commons Act 2006  
(AUTHORISED REPRESENTATIVE to complete)**

\_\_\_\_\_ is the owner of the land described in paragraph 4 of Part A of this form and shown \_\_\_\_\_ on the map accompanying this statement / deposited with Staffordshire County Council on \_\_\_\_\_ .

\_\_\_\_\_ wishes to bring to an end any period during which persons may have indulged as of right in lawful sports and pastimes on the whole or any part of the land shown \_\_\_\_\_ on the accompanying map/map referenced above.

**PART E: Additional information relevant to the application**

**PART F: Statement of Truth  
(All applicants must complete this Part)**

**WARNING:** If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under Section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

**I BELIEVE THAT THE FACTS AND MATTERS CONTAINED IN THIS FORM ARE TRUE**

**Signature (of the person making the statement of truth):**

[Redacted signature]

[Redacted name]

[Redacted address line 1]

[Redacted address line 2]

[Redacted contact info] keep a copy of the completed form

Please print off the completed form, sign and return to:

**Landowner Statements and Declarations, Spatial Information Team,  
Staffordshire County Council, Staffordshire Place 1,  
Tipping Street, Stafford. ST16 2DH.**

**Data Protection Act 2018 – Privacy Notice**

The purpose of this Privacy Notice is to inform you of the use that will be made of your personal data, as required by the Data Protection Act 2018.

The appropriate authority (see explanation of definition above guidance notes) in England is the data controller in respect of any personal data that you provide when you complete this form.

The information that you provide will be used by the appropriate authority in its duties to process applications to deposit statements, maps and declarations under Section 31(6) of the Highways Act 1980 and statements under Section 15A(1) of the Commons Act 2006. The information you provide will also be used by the appropriate authority in its duty to update the registers in which details of such deposits are recorded under the Dedicated Highways (Registers under Section 31A of the Highways Act 1980 (England) Regulations 2007 and the Commons (Registration of Town or Village Greens) and Dedicated Highways (Landowner Statements and Declarations) (England) Regulations 2013.

The appropriate authority is required by the legislation above to maintain a register which holds information provided in this form, which can be inspected on-line or in person by members of the public on request. It may also be required to release information, including personal data and commercial information, on request under the Environmental Information Regulations 2004 or the Freedom of Information Act 2000. However, the appropriate authority will not permit any unwarranted breach of confidentiality nor will they act in contravention of their obligations under the Data Protection Act 2018.