



Pippa Auger <deputy.clerk@haslemeretc.org>

Fwd: Licensing Act 2003 - Application

Licensing Policy <Licensing.Policy@waverley.gov.uk>

Mon, Aug 19, 2024 at 2:58 PM

To: All Councillors Email Group <AllCouncillorsEmailGroup@waverley.gov.uk>

Cc: Haslemere Clerk <town.clerk@haslemeretc.org>, Deputy Clerk Haslemere TC <deputy.clerk@haslemeretc.org>

Dear Sir/Madam

An application has been received for a new premises licence. The application is for Plays, Films, Live music, Recorded music, Performance of dance and On sale of alcohol 12:00-23:00 Monday to Sunday; and Opening hours 08:30-23:00 Monday to Sunday. They are also requesting to disapply the DPS as it is a community premises. If you would like to make comment or representation on this application, the last date for representations is **18th September 2024**. All correspondence in relation to this application or if you have any queries in respect of this application, please do not hesitate to contact this office via email to licensing@waverley.gov.uk.

Premises	Application Type Applicant	Address
St Stephens Church and GU27 1NS	New and disapply DPS St Stephens Parochial Church Council Managing Trustees	Church Road, Shottermill, Haslemere, Surrey, Church Hall

Regards

Kate Halsall

Licensing Administrator, Regulatory Services

(Monday and Wednesday 09:00-17:00, Tuesday and Thursday 09:30-17:00 and Friday 09:00-16:45)

Waverley Borough Council, The Bury, Godalming, Surrey, GU7 1HR

01483 523219 (ext 3219)

www.waverley.gov.uk/licensing

www.businesswaverley.co.uk

[Quoted text hidden]

2 attachments

St Stephens Church and Hall new prem lic and disapply DPS app.pdf
2409K

St Stephens Church and Hall plans.pdf
3136K



Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We ST STEPHEN'S PCC MANAGING TRUSTEES
(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
CHURCH ROAD HASLEMERE SURREY			
Post town	HASLEMERE	Postcode	GU27 1NS

Telephone number at premises (if any)	01428 642609
Non-domestic rateable value of premises	£0

Part 2 - Applicant details

Please state whether you are applying for a premises licence as appropriate

Please tick as

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
- i as a limited company/limited liability partnership please complete section (B)
- ii as a partnership (other than limited liability) please complete section (B)
- iii as an unincorporated association or please complete section (B)

- iv other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)
- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a statutory function or

a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Current residential address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
Current postal address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name	THE PAROCHIAL CHURCH COUNCIL OF THE
Address	ECCLESIASTICAL PARISH OF ST STEPHEN'S SHOTTERMILL CHURCH ROAD HASLEMERE SURREY GU27 1NS
Registered number (where applicable)	CHARITY NUMBER 1134016
Description of applicant (for example, partnership, company, unincorporated association etc.)	CHURCH OF ENGLAND CHURCH CHARITY

Telephone number (if any)	01428 642609
E-mail address (optional)	office@shottermillparish.org.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
01	09	2024

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

@ ANGLICAN CHURCH WITH KITCHEN AREA OFFICE. THREE EMERGENCY EXITS.

SEPARATE ADJACENT CHURCH HALL WITH LADIES + GENTS TOILETS AS WELL AS ACCESSIBLE TOILET + BABY CHANGING. KITCHEN + STORE ROOM. THREE EMERGENCY EXITS

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)



Supply of alcohol (if ticking yes, fill in box J)



In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	12:00	23:00	Please give further details here (please read guidance note 4) PLAYS DONE BY CHURCH MEMBERS WILL NOT EXCEED 23:00		
Tue	12:00	23:00			
Wed	12:00	23:00	State any seasonal variations for performing plays (please read guidance note 5) CHURCH PLAYS CARRIED OUT BY CHILDREN DURING EASTER CHRISTMAS. WILL NOT EXCEED 23:00		
Thur	12:00	23:00			
Fri	12:00	23:00	Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6) NONE		
Sat	12:00	23:00			
Sun	12:00	23:00			

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	12:00	23:00	Please give further details here (please read guidance note 4) LICENSED SCREENING OF FILMS AND SPORTS FOR ENTERTAINMENT		
Tue	12:00	23:00			
Wed	12:00	23:00	State any seasonal variations for the exhibition of films (please read guidance note 5) NONE		
Thur	12:00	23:00			
Fri	12:00	23:00	Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6) NONE		
Sat	12:00	23:00			
Sun	12:00	23:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 5)
Tue			
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Both	<input type="checkbox"/>				
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Wed					
Thur			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	12:00	23:00	<u>Please give further details here</u> (please read guidance note 4) LIVE ENTERTAINMENT CARRIED OUT BY BANDS & ARTISTS FOR OUR CHURCH MEMBERS & TICKET HOLDERS		
Tue	12:00	23:00			
Wed	12:00	23:00	<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5) NONE		
Thur	12:00	23:00			
Fri	12:00	23:00	<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 6) NONE		
Sat	12:00	23:00			
Sun	12:00	23:00			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take <u>place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	12:00	23:00	<u>Please give further details here</u> (please read guidance note 4) LICENSED RECORDED MUSIC WILL BE PLAYED FOR CHURCH MEMBERS & TICKET HOLDERS		
Tue	12:00	23:00			
Wed	12:00	23:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5) NONE		
Thur	12:00	23:00			
Fri	12:00	23:00	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6) NONE		
Sat	12:00	23:00			
Sun	12:00	23:00			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	12:00	23:00	Please give further details here (please read guidance note 4) ORGANISED DANCE EVENT LIKE CEILIDH FOR CHURCH MEMBERS AND TICKET HOLDERS		
Tue	12:00	23:00			
Wed	12:00	23:00	State any seasonal variations for the performance of dance (please read guidance note 5) NONE		
Thur	12:00	23:00			
Fri	12:00	23:00	Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6) NONE		
Sat	12:00	25:00			
Sun	12:00	23:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 4)		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri					
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sun					

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises <input checked="" type="checkbox"/>
				Off the premises <input type="checkbox"/>
				Both <input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) NONE	
Mon	12:00	23:00		
Tue	12:00	23:00		
Wed	12:00	23:00		
Thur	12:00	23:00		
Fri	12:00	23:00		
Sat	12:00	23:00		
Sun	12:00	23:00	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6) NONE	
Thur	12:00	23:00		
Fri	12:00	23:00		
Sat	12:00	23:00		
Sun	12:00	23:00		
Mon	12:00	23:00		
Tue	12:00	23:00		

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	NONE
Mon	08:30	23:00	
Tue	08:30	23:00	
Wed	08:30	23:00	
Thur	08:30	23:00	
Fri	08:30	23:00	
Sat	08:30	23:00	
Sun	08:30	23:00	
			<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
			SEASONAL CHURCH SERVICES WHICH TAKE PLACE AROUND LENT, EASTER, ADVENT, CHRISTMAS CHRISTMAS EVE MAY EXTEND TO 00:30 HRS

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SHOTTERMILL IS A RESPONSIBLE ORGANISATION THAT SHALL ENSURE THAT ALL FOUR LICENSING OBJECTIVES ARE MET.

b) The prevention of crime and disorder

CHURCH MEMBERS WILL BE ASSIGNED FOR ALL OUR LICENSED EVENTS FOR MONITORING PURPOSES. ENTRY TO OUR EVENTS WILL BE PRE-BOOKED TICKET HOLDERS + CHURCH MEMBERS ONLY. MOVEMENT ACTIVATED LIGHTING OUTSIDE THE CHURCH ENTRANCE. NO EXCESS ALCOHOL STORED IN THE CHURCH AND STORED ALCOHOL KEPT IN LOCKED SHED. VALUABLES AND MONEY SHALL BE LOCKED IN RECESSED SAFE

c) Public safety

THE CHURCH + CHURCH HALL SHALL HAVE AN ANNUAL FIRE EXTINGUISHER CHECK AND ALL ELECTRICAL EQUIPMENT SHALL BE ANNUALLY P.A.T TESTED. ALL FIRE AND EMERGENCY EXITS SHALL BE MARKED. FIRST AID KITS AND TRAINED FIRST AIDERS AVAILABLE AT ALL EVENTS. DRINK DRIVE POSTERS DISPLAYED AT EVENTS. 'WHAT TO DO IN AN EMERGENCY' SHALL BE ANNOUNCED AT THE BEGINNING OF ALL EVENTS.

d) The prevention of public nuisance

LIVE ENTERTAINMENT NOISE SHALL BE REDUCED BY THE NATURE OF THE SOLID BUILT CHURCH BUILDING. NO ALCOHOL TO BE CONSUMED OUTSIDE THE CHURCH OR CHURCH HALL. STAFF ENGAGED IN THE SALE OF ALCOHOL SHALL BE TRAINED IN THE LAW RELATING TO THE SALE/SUPPLY OF ALCOHOL AND THE PREMISES OPERATE A 'CHALLENGE 25' POLICY. ONLY PASSPORT DRIVING LICENCE AND ID CARDS BEARING PASS HOLOGRAM WILL BE ACCEPTED. LOW AND NON-ALCOHOLIC DRINKS WILL BE PROVIDED.

e) The protection of children from harm

THE CHURCH SHALL HAVE A WRITTEN SAFEGUARDING POLICY FOR CHILDREN AND VULNERABLE ADULTS WHICH SHALL BE REVIEWED ANNUALLY. THE CHURCH HAS A DESIGNATED SAFEGUARDING OFFICER. ALL PCC MEMBERS ARE DBS CHECKED AND HAVE COMPLETED THE RELEVANT SAFEGUARDING TRAINING. UNACCOMPANIED CHILDREN WILL NOT BE ABLE TO ATTEND

LICENSED EVENTS. A CHALLENGE 25 POLICY WILL BE CARRIED OUT. IF A PERSONS AGE IS IN DOUBT, PROOF OF AGE WILL BE REQUESTED.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
--------------------	---

Signature	T. Redcliffe
Date	15/07/24
Capacity	VICAR

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	James Ripley
Date	15.07.24
Capacity	CHURCHWARDEN

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
JUNE FOX - CHURCH ADMINISTRATOR ST STEPHEN'S CHURCH OFFICE, CHURCH ROAD			
Post town	HASLEMERE	Postcode	GU27 1NS
Telephone number (if any)	01428 642609		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

office@shorthemillparish.org.uk



We **ST STEPHEN'S PCC MANAGING TRUSTEES** being a board or committee of individuals with responsibility for the management of the community premises described in Part 1 below, and being the applicant for a premises licence / premises licence holder *[delete as applicable]* in respect of those premises apply for the condition referred to in section 19(4) of the Licensing Act 2003 to be included in the licence instead of the conditions referred to in section 19(2) and (3) of the said Act. (see Guidance Note 2).

Part 1 – Community premises details

Name of premises ST STEPHEN'S CHURCH AND CROSS CHURCH HALL	
Postal address of premises or, if none, ordnance survey map reference or description CHURCH ROAD HASLEMERE GU27 1NS	
Post town HASLEMERE	Post code GU27 1NS

Telephone number at premises (if any)	01428 642609
Premises licence number (if applicable)	

Brief description of premises and the composition of the committee or board of individuals with responsibility for the management of the premises (Please see Guidance Note 3)

ST STEPHEN'S CHURCH IS AN ANGLICAN CHURCH IN THE PARISH OF SHOTTERMILL, HASLEMERE. WE HAVE A SEPARATE CHURCH HALL NEXT DOOR TO THE CHURCH. THE PCC MANAGING TRUSTEES COMPRISE OF THE VICAR AND THE TWO CHURCHWARDENS WITH RESPONSIBILITY FOR THE MANAGEMENT OF THE PREMISES

Please describe how you will ensure that alcohol sales are properly supervised and what arrangements you have in place (if any) for hiring out the premises (Please see Guidance Note 4)

THE RESPONSIBILITY WILL FALL TO THE PCC MANAGING TRUSTEES TO ASSIGN RESPONSIBLE ADULTS TO SUPERVISE THE SERVING & SALE OF ANY ALCOHOL AND BE MANAGED AT ALL TIMES WITH NO SUPPLIES BEING LEFT UNATTENDED AND SPARE SUPPLIES BEING LOCKED AWAY NO SALES OF ALCOHOL FOR 3RD PARTY HIRES ONLY CHURCH LED IN HOUSE & COMMUNITY EVENTS

Part 2 - Applicant details

Please tick ✓

We are the premises licence holder

Contact telephone number in working hours (if any)

01428 642609

Email address (optional)

office@shottermillparish.org.uk

Current address (if different from premises address)

Post Town

Postcode

Telephone (if any)

Please tick ✓ as appropriate

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence
- This form accompanies a new premises licence application

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

If you are varying an existing licence and have not ticked one of the first two boxes above, please explain why in the box below.

Reasons why I have failed to enclose the premises licence or relevant part of it

Any further information to support your application

CHECKLIST:

Please tick ✓

If applying to remove the mandatory requirements from an existing premises licence that already authorises alcohol sales

- I have made or enclosed payment of the fee
- I have included documents (if available) which identify the premises and how it is managed
- I have included copies of any hiring agreements
- I have sent a copy of this application to the chief officer of police
- I understand that if I do not comply with the above requirements my application will be rejected

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

If applying alongside a new application or variation for a permission to allow alcohol sales

- this application accompanies a new premises licence application / this application accompanies an application to vary an existing premises licence
[delete as applicable]
- I have enclosed the premises licence or relevant part of it or provided an explanation
- I understand that if I do not comply with the above requirements my application will be rejected

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 3 – Signatures (please read guidance note 5)

Signature of applicants. Please provide two signatories of members of the management committee stating in what capacity they represent the premises licence holder.

First Signature *T. Radcliffe*

Date *02/07/24*

Capacity *VICAR*

Second Signature *P. M. M. M.*

Date *2 July 2024*

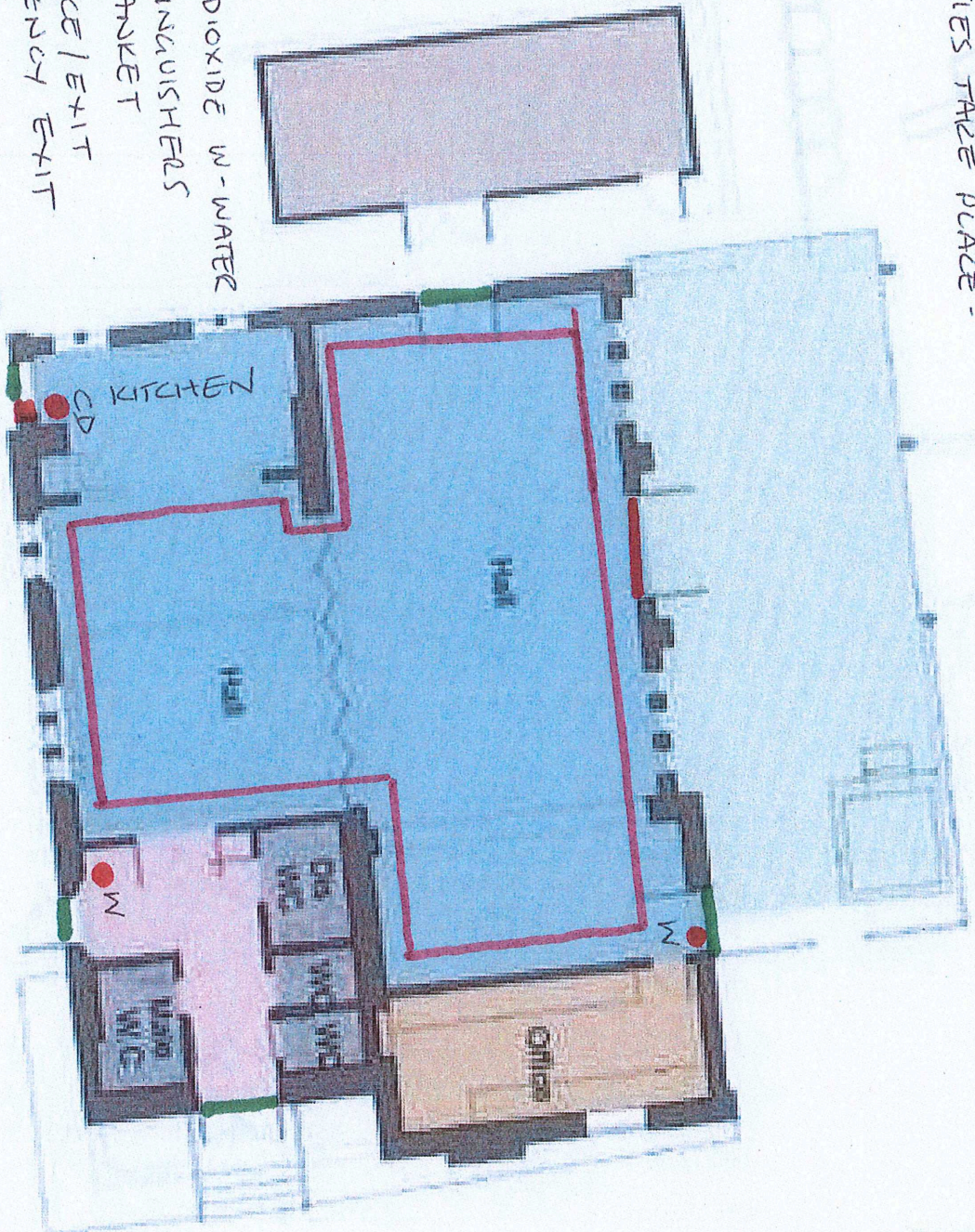
Capacity *WARDEN*

Contact Name (where not previously given) and address for correspondence associated with this application	
<i>MRS JULIE FOX ST STEPHEN'S CHURCH OFFICE CHURCH ROAD HASLEMERE, SURREY, GU27 1NS</i>	
Post town	Post code <i>GU27 1NS</i>
Telephone number (if any) <i>01428 642609</i>	
If you would prefer us to correspond with you by e-mail your e-mail address (optional) <i>office@shottermillparish.org.uk</i>	

St Stephen's Cross Church Hall

— AREA WHERE LICENSED ACTIVITIES TAKE PLACE

- CD-CARBON DIOXIDE W-WATER
- FIRE EXTINGUISHERS
- FIRE BLANKET
- ENTRANCE / EXIT
- EMERGENCY EXIT



Entrance

Office

Parking

KITCHEN

Hall

Hall

M

W

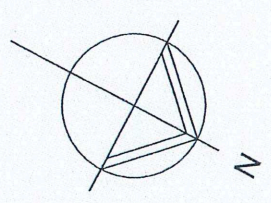
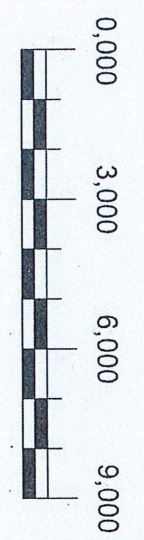
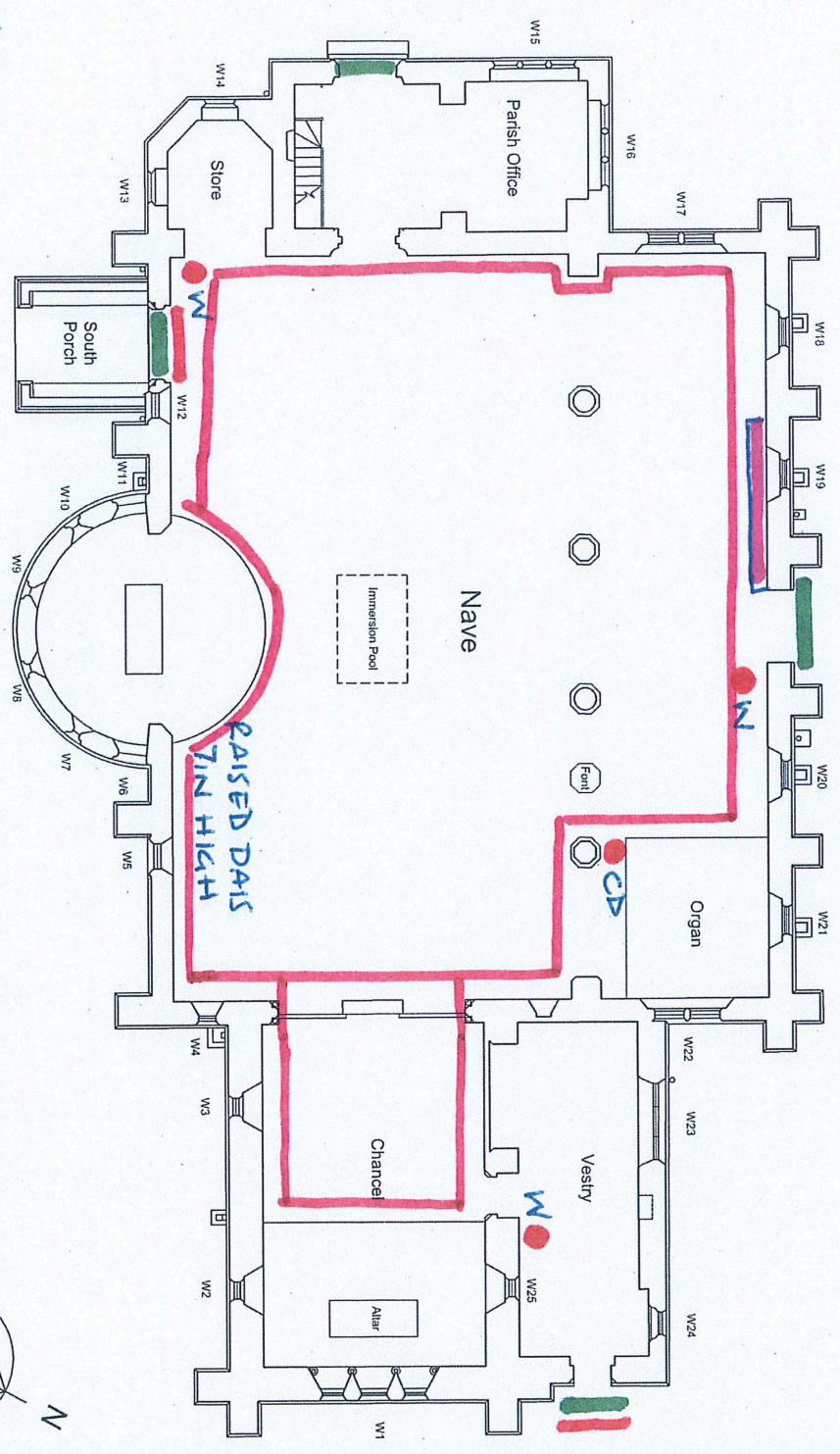
Office

M

ALL EVENTS WILL ONLY TAKE PLACE IN THE NAVE AREA.

CD - CARBON DIOXIDE
 ● FIRE EXTINGUISHERS W-WATER
 ■ SMALL KITCHEN AREA SINK/DISHWASHER

— ENTRANCE/EXIT
 — EMERGENCY EXITS



ST STEPHENS CHURCH LOCATION.

HINDHEAD ROAD

CHURCH ROAD
HASLEWELL QU27 1NS

