

## Licensing Act 2003 – Representation Form

- a representation can be made in support or against any Premises Licence Application
- please read the Statutory Guidance before submitting your representation ([Revised Guidance issued under section 182 of the Licensing Act 2003 \(publishing.service.gov.uk\)](#))

**The statements marked \* are mandatory**

\*Your name: .....

\*Postal and email address:

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Contact telephone number: .....

\*Name of the premises you are making a representation about:

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\*Address of the premises you are making a representation about:

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Below are the four Licensing Objectives. Please provide details, information and/or the evidence in support of your representation. Use separate sheets if necessary.

- to prevent crime and disorder

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- public safety

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- to prevent public nuisance

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- to protect children from harm

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Signed: .....

Date: .....

This form must be returned within the Statutory Period. Please see notes overleaf.

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## Notes

1) if you do make a representation, which is considered relevant, there will be an opportunity to take part in mediation and /or attend a public hearing of the Licensing Authority's Sub-Committee and any subsequent appeal proceedings. If you don't attend the meeting for any reason the Committee must still consider any representations that you have made

2) all representations whether in support or against the application must be returned to this office within the statutory period, starting the day after the application was given to this Authority. The statutory period is 28 days for a full variation or 10 working days for a minor variation

3) the representation must relate to one of more of the four licensing objectives. The objectives are:

- **the prevention of crime and disorder.** This relates to any crime, disorder or anti-social behaviour at the premises or related to the management of the premises. The licence holder/applicant can't generally be held responsible for the conduct of individuals once they leave the premises;
- **public safety.** This relates to the safety of the public on the premises, i.e. fire safety, electrical circuits, lighting, building safety and capacity, first aid etc
- **prevention of public nuisance.** This can relate to issues such as, hours of operation, noise emanating from the premises, vibrations, lighting, litter etc
- **protection of children from harm.** This relates to protecting children from the activities carried out on the premises whilst they are there. The law already provides special protections for children under 18 to buy alcohol

4) your representation may be passed to the applicant to allow them the opportunity to address your concerns. It may also be published in the report made available to the Licensing Sub-Committee, which will be publically available. And if any subsequent appeal is made by any party, your representation will be used in such an appeal. Names and addresses will only be withheld from any Public Report subject to the Licensing Act (2003) Regulations

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5) please return this form when completed with any continuation sheets, either by post or hand to: The Licensing Officer, Planning Public Protection and Countryside Services, Denbighshire County Council, Caledfryn, Smithfield Road, Denbigh, LL16 3RJ

Or as an attachment by email to: [licensing@denbighshire.gov.uk](mailto:licensing@denbighshire.gov.uk)

If you have any queries or need advice, please contact the Licensing Team on 01824 706342