

Application for a premises licence

Your Details

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

Your Details

These details will be used for correspondence relating to this application

Name	Seaforth Hall

Premises

Premises Information

Postal address of premises or, if none, ordnance survey map reference or description	Seaforth Hall Cuckfield Lane Warninglid Haywards Heath
Postcode	RH17 5UB
Non-domestic rateable value of premises.	£0 - £4300

Applicant Type

Please state whether you are applying for a premises licence as: a charity

Applicant Type

Please confirm one of the following	I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
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Applicants

I/We apply for a premises licence under section 17 of (Insert name(s) of applicant) 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	
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.	
Applicant Details	
Applicant title	
Applicant first name	
Applicant last name	Seaforth Hall
Applicant description	Charity - 305322
Current postal address if different from premises address	

Operating Schedule

Operating Schedule	
When do you want the premises licence to start?	2025-01-25
If you wish the licence to be valid only for a limited period, when do you want it to end?	
If the club's proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend	

Description of Premises

Operating Schedule	
Describe the premises	Village Hall Single storey On main road

Activities Guidance

Which types of licensable activity will you be provisioning?	Films, Similar to live music recorded music or performances of dance, Supply of alcohol
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Activity

Films	
Type of Activity	Films
Activity Verb	exhibition of a film
Please indicate standard days of Films	Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday
Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	10:00
Monday to	23:00
Tuesday	
Tuesday from	10:00
Tuesday to	23:00
Wednesday	
Wednesday from	10:00
Wednesday to	23:00
Thursday	
Thursday from	10:00
Thursday to	23:00
Friday	
Friday from	10:00
Friday to	23:00
Saturday	
Saturday from	10:00
Saturday to	23:00
Sunday	
Sunday from	10:00
Sunday to	23:00
Please give a description of the type of entertainment that the club will be providing	
Where will the exhibition of a film take place? Indoors may include a tent.	
Where will the supplied alcohol be consumed?	
Please state type of activity to be authorised, if not already stated, and give relevant further details.	Film with sound including music is played through a projection screen and a PA system. It is for those in the hall to hear
State any seasonal variations	Usually these are once or twice a month
Non standard timings. Where the club intends to use the premises for the exhibition of a film at different times from those listed above, please list	

Activity

Similar to live music, recorded music or performances of dance	
Type of Activity	Similar to live music, recorded music or performances of dance
ActivityVerb	entertainment
Please indicate standard days of Similar to live music, recorded music or performances of dance	Monday,Tuesday,Wednesday,Thursday,Friday, Saturday,Sunday
Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	12:00
Monday to	23:00
Tuesday	
Tuesday from	12:00
Tuesday to	23:00
Wednesday	
Wednesday from	12:00
Wednesday to	23:00
Thursday	
Thursday from	12:00
Thursday to	23:00
Friday	
Friday from	12:00
Friday to	23:00
Saturday	
Saturday from	12:00
Saturday to	23:00
Sunday	
Sunday from	12:00
Sunday to	23:00
Please give a description of the type of entertainment that the club will be providing	
Where will the entertainment take place? Indoors may include a tent.	Indoors
Where will the supplied alcohol be consumed?	
Please state type of activity to be authorised, if not already stated, and give relevant further details.	These could be tea dances or similar, quiz evenings including music, celebratory evenings
State any seasonal variations	

Non standard timings. Where the club intends to use the premises for the entertainment at different times from those listed above, please list

Activity

Supply of Alcohol	
Type of Activity	Supply of Alcohol
ActivityVerb	supply of alcohol
Please indicate standard days of Supply of Alcohol	Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday
Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	12:00
Monday to	23:00
Tuesday	
Tuesday from	12:00
Tuesday to	23:00
Wednesday	
Wednesday from	12:00
Wednesday to	23:00
Thursday	
Thursday from	12:00
Thursday to	23:00
Friday	
Friday from	12:00
Friday to	23:00
Saturday	
Saturday from	12:00
Saturday to	23:00
Sunday	
Sunday from	12:00
Sunday to	23:00
Please give a description of the type of entertainment that the club will be providing	
Where will the supply of alcohol take place? Indoors may include a tent.	
Where will the supplied alcohol be consumed?	On the premises
Please state type of activity to be authorised, if not already stated, and give relevant further details.	
State any seasonal variations	

Non standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed above, please list

Activity

Hours premises is open to the public	
Type of Activity	Hours premises is open to the public
ActivityVerb	
Please indicate standard days of Hours premises is open to the public	Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday
Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	08:00
Monday to	23:00
Tuesday	
Tuesday from	08:00
Tuesday to	23:00
Wednesday	
Wednesday from	08:00
Wednesday to	23:00
Thursday	
Thursday from	08:00
Thursday to	23:00
Friday	
Friday from	08:00
Friday to	23:00
Saturday	
Saturday from	08:00
Saturday to	23:00
Sunday	
Sunday from	08:00
Sunday to	23:00
Please give a description of the type of entertainment that the club will be providing	
Where will the take place? Indoors may include a tent.	
Where will the supplied alcohol be consumed?	
Please state type of activity to be authorised, if not already stated, and give relevant further details.	
State any seasonal variations	

Non standard timings. Where the club intends to use the premises for the at different times from those listed above, please list

Premises Supervisor

This person needs to complete the form entitled '[Consent of an individual to being specified as a premises supervisor](#)'

Premises Supervisor

State the name and details of the individual whom you wish to specify on the licence as premises supervisor.

First name	
Last name	
Address	
Postcode	
Date of birth	
Place of birth	
Personal licence number	
Issuing licensing authority	

Adult Entertainment

Adult Entertainment

Please highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

N
/A

Objectives

Licensing Objectives

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

Please list here steps you will take to promote all four licensing objectives together.	<p>When the bar is not in use, alcohol will be locked away in a different part of the hall</p> <p>A record shall be kept detailing all refused sales of alcohol An incident log will be kept at the premises and made available on request to an authorised officer of the Licensing Authority or police</p> <p>Notices shall be displayed close to the exit doors requesting patrons to have regard for neighbours and to leave the premises quickly and quietly</p> <p>An age verification policy will apply to the premises. All committee members who are involved in the sale of alcohol will be trained to ask any patron attempting to purchase alcohol who appears to be under the age of 25 to produce acceptable identification such as driving licence, passport. Signage advertising Challenge policy will be displayed prominently</p>
The prevention of crime and disorder	<p>When the bar is not in use, alcohol will be locked away in a different part of the hall</p>
Public safety	<p>A record shall be kept detailing all refused sales of alcohol</p> <p>An incident log will be kept at the premises and made available on request to an authorised officer of the Licensing Authority or police</p>

<p>The prevention of public nuisance</p>	<p>Notices shall be displayed close to the exit doors requesting patrons to have regard for neighbours and to leave the premises quickly and quietly</p>
<p>The protection of children from harm</p>	<p>An age verification policy will apply to the premises. All committee members who are involved in the sale of alcohol will be trained to ask any patron attempting to purchase alcohol who appears to be under the age of 25 to produce acceptable identification such as driving licence, passport.</p> <p>Signage advertising Challenge policy will be displayed prominently</p>

Summary

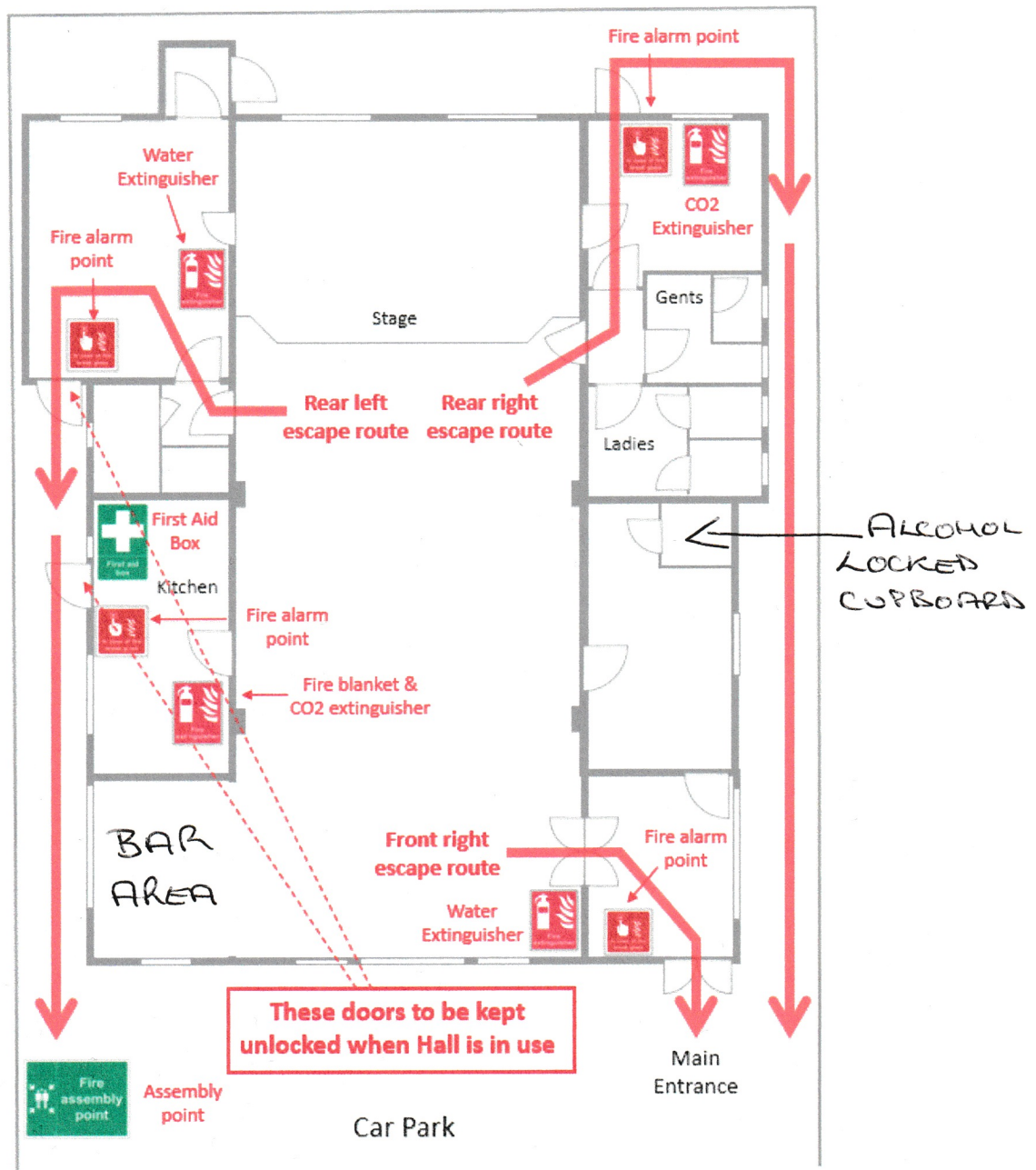


Seaforth Hall Bookings – Fire Safety Information

Please read carefully the information below to familiarise yourself with the fire safety procedures for Seaforth Hall. Please sign on Page 2 to confirm you have read and understood the information.

The diagram below shows the location of the fire escape routes, firefighting equipment and assembly point.

Seaforth Hall Fire Escape Routes And Emergency Equipment Location



As indicated by the plan it is important to ensure that the external doors in the kitchen and the rear left room are unlocked while the hall is occupied. Please relock when vacating the hall.