

## **Community Involvement in Licensing**

### **Making Representations** – Advice Notes

Any person or business may make representations on premises licence applications or club premises certificate applications.

You can make representations or comments to the council about applications for new licences, variations or reviews.

*Comments may be positive or negative, but will only be considered relevant by the council if they relate clearly to the Licensing Act 2003 Objectives detailed below:*

- The Prevention of Crime and Disorder
- Public safety
- Prevention of public nuisance
- The Protection of Children from Harm

Mole Valley District Council will reject representations or comments which it considers to be frivolous (not serious or time-wasting), vexatious (without sufficient grounds) or those that relate to personal / civil disputes between persons and/ or businesses.

### **Requesting a Review of a Licence**

You can also call for an existing licence to be reviewed by the council if you have concerns relating to any or all of the licensing objectives listed above.

Summary reviews, based on the premises being associated with serious crime and/or disorder are usually undertaken and applied for by Police. More information on this can be sought from the Licensing Department or found online via the following link

<https://www.gov.uk/government/publications/summary-review-application-for-the-review-of-a-premises-licence-under-section-53a-of-the-licensing-act-2003-premises-associated-with-serious-crime-serious-disorder-or-both>

### **Hearings**

If the council considers your reasons for making representations or calling for a review are relevant, it will arrange a hearing to consider the evidence. You or someone representing you will be invited to the hearing to explain your concerns. Useful advice on outcomes and actions which can be taken at hearings can be viewed via the following link

<https://www.gov.uk/comment-on-an-alcohol-licence>

Representations and requests for the review of a licence must be made in writing. Forms can be obtained from [licensing@molevalley.gov.uk](mailto:licensing@molevalley.gov.uk) or found online at

<http://www.molevalley.gov.uk/index.cfm?articleid=16909>

Should you disagree with the council's decision following a hearing, you have the right to appeal to the magistrates' court. Your council will be able to provide further details.