

Appendix 1 – Councillor Consultation email

Dear Cllrs,

As consultees to the licensing process, please be advised, that this department has received an application for a *new / variation* of premises licence for the following premises located in your ward.

Premise detailsxx

Xxxxx

Xxxxx

The application can be found on the council website *xxxxxxxxxxxxxx*

The consultation period will end on (*date*) and any relevant representations to this application must be received by this date. We are unable to accept any representations received after this date or any representations that are not relevant.

Relevant representations need to relate to the one or more of the four licensing objectives, which are:

- Crime and disorder
- Prevention of children from harm
- Public safety
- Prevention of public nuisance.

Information on how to make a relevant representation can also be found on the council website. Alternatively you may contact the Licensing Service for advice on 01895 277433.

Please be advised that it is not part of our policy to include residents in the licensing consultation process, so you may wish to draw this application to the attention of, any residents associations or individual residents, in the vicinity of the premises.

Regards