

CHURCH OF ST.MICHAEL THE ARCHANGEL, MERE

THE GROVE BUILDINGS

Licensing Regulations under the 2003 Licensing Act

It is imperative that all users of the hall read the following in conjunction with the attached sheet entitled "Advice on securing a Temporary Event Notice".

1. As the majority of events held at the hall do not fall into the category of licensable activities, the Committee do not hold a 'Premises License'.
2. It is incumbent on any group proposing to hold an event having any activities which fall under the Licensing Act 2003 (see 3 below), to nominate an individual(s) to apply for a Temporary Events Notification (**TEN**) License from the Licensing Authority (see attached advice).
3. The Licensing Act 2003 combines the licensing of the sale of alcohol, the provision of regulated entertainment and the provision of late-night refreshment.

The following are licensable under the Act:

- The retail sale of alcohol
- The wholesale of alcohol to members of the public
- The supply of alcohol to members of registered clubs
- The supply of hot food or drink between 23:00 hours and 05:00 hours

The provision of regulated entertainment in the presence of an audience, which includes:

- Performance of a play
- Film exhibitions
- Indoor sporting events
- Boxing or wrestling events (both indoor and outdoor)
- Performing live music
- Playing recorded music
- Dance performances
- Entertainment of similar descriptions

Specifics relating to Alcohol:

- Alcohol may be served without securing a Temporary Events License but those attending **MUST NOT PAY FOR OR MAKE ANY DONATION** directly for this purpose.
- Tickets or advertising for an event for which there is an entrance fee **MUST NOT** include any reference to alcohol being supplied.
- In advertising an event it is permissible to refer to 'refreshments' which may then include drinks, but the advertisement must **NOT** state that alcohol is to be served.
- Donations may be collected, provided that they are for the event or society as a whole **BUT** the collection point should be at the **ENTRANCE DOOR** or **WELL AWAY** from the serving point.

The requirements under the act place the responsibility upon the owners of the premises to show compliance and it is therefore imperative that all users of the Grove Building secure a TEN wherever necessary. Failure to comply may result in the Police or the Licensing Authority being involved resulting in serious consequences for the Church as owners.

Members of the Committee will approach organisers of events if they observe possible breaches of the regulations and all users are asked to act on and respect any such approach.

Any queries in the above regard can be directed to the Committee.