Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We SWB HOUSE LIMITED

(Insert name(s) of applicant)

apply for a premises licence under section 17 of 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

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description

22 KING STREET

Post town	CO10 2EQ	**Postcode**	SUDBURY

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 61,000-

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *			please complete section (A)
b)	a person other than an individual *			
✓	i	as a limited company/limited liability partnership		please complete section (B)
	ii	as a partnership (other than limited liability)		please complete section (B)
	iii	as an unincorporated association or		please complete section (B)
	iv	other (for example a statutory corporation)		please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ✓
- I am making the application pursuant to a
- statutory function or
- a function discharged by virtue of Her Majesty's prerogative

(A) individual applicants (fill in as applicable)

Mr Mrs Miss Ms		Other Title (for example, Rev)	
Surname		**First names**	
Date of birth	I am 18 years old or over Please tick yes		
Nationality			
Current residential address if different from premises address			
Post town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)			

Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			**First names**		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town			Postcode		
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

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.

Name	SWB HOUSE LIMITED
Address	CHOATS FARM PANFIELD ROAD BRAINTREE ESSEX CM7 5BJ.

Registered number (where applicable) 17090547	
Description of applicant (for example, partnership, company, unincorporated association etc.) LIMITED COMPANY.	
Telephone number (if any)	
E-mail address (optional)	

Part 3 Operating Schedule

When do you want the premises licence to start? DD MM YYYY: 1 0 | 1 2 | 2 0 2 6

If you wish the licence to be valid only for a limited period, when do you want it to end? DD MM YYYY:

Please give a general description of the premises (please read guidance note 1)

Hairdresser's, beauty, wellness centre.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)		Please tick all that apply
a)	plays (if ticking yes, fill in box A)	
b)	films (if ticking yes, fill in box B)	
c)	indoor sporting events (if ticking yes, fill in box C)	
d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	

e)	live music (if ticking yes, fill in box E)	
f)	recorded music (if ticking yes, fill in box F)	
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	

Provision of late night refreshment (if ticking yes, fill in box I)	
Supply of alcohol (if ticking yes, fill in box J)	✓

In all cases complete boxes K, L and M

A

<table>
<tr><td colspan="3">Plays
Standard days and timings (please read guidance note 7)</td><td rowspan="2" colspan="2"><u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</td><td>Indoors</td><td></td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Outdoors</td><td></td></tr>
<tr><td rowspan="2">Mon</td><td></td><td></td><td rowspan="2" colspan="2"></td><td>Both</td><td></td></tr>
<tr><td></td><td></td><td colspan="4"><u>Please give further details here</u> (please read guidance note 4)</td></tr>
<tr><td rowspan="2">Tue</td><td></td><td></td><td colspan="4" rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Wed</td><td></td><td></td><td colspan="4" rowspan="2"><u>State any seasonal variations for performing plays</u>
(please read guidance note 5)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Thur</td><td></td><td></td><td colspan="4" rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Fri</td><td></td><td></td><td colspan="4" rowspan="3"><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u>
(please read guidance note 6)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Sat</td><td></td><td></td></tr>
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<tr><td rowspan="2">Sun</td><td></td><td></td><td colspan="4" rowspan="2"></td></tr>
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B

Films Standard days and timings (please read guidance note 7)			**Will the exhibition of films take place indoors or outdoors or both – please tick** (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			**Please give further details here** (please read guidance note 4)		
Tue					
Wed			**State any seasonal variations for the exhibition of films** (please read guidance note 5)		
Thur					
Fri			**Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list** (please read guidance note 6)		
Sat					
Sun					

C

<table>
<tr><td colspan="3">Indoor sporting events
Standard days and timings (please read guidance note 7)</td><td rowspan="2"><u>Please give further details</u> (please read guidance note 4)</td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td></tr>
<tr><td rowspan="2">Mon</td><td></td><td></td><td rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Tue</td><td></td><td></td><td rowspan="2"><u>State any seasonal variations for indoor sporting events</u>
(please read guidance note 5)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Wed</td><td></td><td></td><td rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Thur</td><td></td><td></td><td rowspan="2"><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Fri</td><td></td><td></td><td rowspan="2"></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Sat</td><td></td><td></td><td rowspan="2"></td></tr>
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D

<table>
<tr><td colspan="3">Boxing or wrestling entertainments
Standard days and timings (please read guidance note 7)</td><td colspan="2" rowspan="2"><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</td><td>Indoors</td><td></td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Outdoors</td><td></td></tr>
<tr><td>Mon</td><td></td><td></td><td colspan="2" rowspan="2"><u>Please give further details here</u> (please read guidance note 4)</td><td>Both</td><td></td></tr>
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<tr><td>Tue</td><td></td><td></td><td colspan="4" rowspan="2"></td></tr>
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<tr><td>Wed</td><td></td><td></td><td colspan="4" rowspan="2"><u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)</td></tr>
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<tr><td>Thur</td><td></td><td></td><td colspan="4" rowspan="2"></td></tr>
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<tr><td></td><td></td><td></td></tr>
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E

<table>
<tr><td colspan="3">Live music
Standard days and timings (please read guidance note 7)</td><td colspan="2" rowspan="2"><u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</td><td>Indoors</td><td></td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Outdoors</td><td></td></tr>
<tr><td rowspan="2">Mon</td><td rowspan="2"></td><td rowspan="2"></td><td rowspan="2"></td><td rowspan="2">Both</td><td rowspan="2"></td></tr>
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<tr><td rowspan="2">Tue</td><td rowspan="2"></td><td rowspan="2"></td></tr>
<tr><td colspan="3" rowspan="2"><u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)</td></tr>
<tr><td rowspan="2">Wed</td><td rowspan="2"></td><td rowspan="2"></td></tr>
<tr><td rowspan="2">Thur</td><td rowspan="2"></td><td rowspan="2"></td><td colspan="3" rowspan="2"><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)</td></tr>
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<tr><td rowspan="2">Sun</td><td rowspan="2"></td><td rowspan="2"></td></tr>
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F

<table>
<tr><td colspan="3">Recorded music
Standard days and timings (please read guidance note 7)</td><td colspan="2" rowspan="2"><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</td><td>Indoors</td><td></td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Outdoors</td><td></td></tr>
<tr><td rowspan="2">Mon</td><td></td><td></td><td colspan="2" rowspan="2"><u>Please give further details here</u> (please read guidance note 4)</td><td>Both</td><td></td></tr>
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G

<table>
<tr><td colspan="3">Performances of dance
Standard days and timings (please read guidance note 7)</td><td colspan="2" rowspan="2"><u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</td><td>Indoors</td><td></td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Outdoors</td><td></td></tr>
<tr><td rowspan="2">Mon</td><td></td><td></td><td colspan="2" rowspan="3"><u>Please give further details here</u> (please read guidance note 4)</td><td>Both</td><td></td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Tue</td><td></td><td></td></tr>
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<tr><td></td><td></td></tr>
<tr><td rowspan="2">Thur</td><td></td><td></td></tr>
<tr><td></td><td></td><td colspan="4"></td></tr>
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<tr><td></td><td></td></tr>
<tr><td rowspan="2">Sat</td><td></td><td></td></tr>
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H

<table>
<tr><td colspan="3">Anything of a similar description to that falling within (e), (f) or (g)
Standard days and timings (please read guidance note 7)</td><td colspan="3">Please give a description of the type of entertainment you will be providing</td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td colspan="3" rowspan="2"><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</td></tr>
<tr><td>Mon</td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td>Indoors</td><td></td></tr>
<tr><td>Tue</td><td></td><td></td><td>Outdoors</td><td></td></tr>
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<tr><td></td><td></td><td></td></tr>
<tr><td>Thur</td><td></td><td></td><td colspan="3" rowspan="3"><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u>
(please read guidance note 5)</td></tr>
<tr><td></td><td></td><td></td></tr>
<tr><td>Fri</td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td colspan="3" rowspan="3"><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)</td></tr>
<tr><td>Sat</td><td></td><td></td></tr>
<tr><td></td><td></td><td></td></tr>
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I

<table>
<tr><td colspan="3">Late night refreshment
Standard days and timings (please read guidance note 7)</td><td colspan="2" rowspan="2">Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)</td><td>Indoors</td><td></td></tr>
<tr><td>Day</td><td>Start</td><td>Finish</td><td>Outdoors</td><td></td></tr>
<tr><td rowspan="2">Mon</td><td></td><td></td><td colspan="2" rowspan="3"><u>Please give further details here</u> (please read guidance note 4)</td><td>Both</td><td></td></tr>
<tr><td></td><td></td><td colspan="2"></td></tr>
<tr><td rowspan="2">Tue</td><td></td><td></td><td colspan="2"></td></tr>
<tr><td></td><td></td><td colspan="2"></td></tr>
<tr><td rowspan="2">Wed</td><td></td><td></td><td colspan="2" rowspan="3"><u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Thur</td><td></td><td></td></tr>
<tr><td></td><td></td><td colspan="2"></td></tr>
<tr><td rowspan="2">Fri</td><td></td><td></td><td colspan="2" rowspan="5"><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)</td></tr>
<tr><td></td><td></td></tr>
<tr><td rowspan="2">Sat</td><td></td><td></td></tr>
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<tr><td rowspan="2">Sun</td><td></td><td></td></tr>
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J

Supply of alcohol Standard days and timings (please read guidance note 7)			**Will the supply of alcohol be for consumption – please tick** (please read guidance note 8)		
				On the premises	✓
				Off the premises	
Day	Start	Finish		Both	
Mon	09.00	17.00	**State any seasonal variations for the supply of alcohol** (please read guidance note 5)		
Tue	09.00	17.00			
Wed	09.00	19.00			
Thur	09.00	19.00	**Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list** (please read guidance note 6)		
Fri	09.00	17.00			
Sat	09.00	17.00			
Sun					

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	HANNAH BIRD
Date of birth	
Address	
Postcode	
Personal licence number (if known)	BPA1419
Issuing licensing authority (if known)	BABERGH DISTR

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)

Day	Start	Finish
Mon	09.00	17.00
Tue	09.00	17.00
Wed	09.00	19.00
Thur	09.00	19.00
Fri	09.00	17.00
Sat	09.00	17.00
Sun		

State any seasonal variations (please read guidance note 5)

Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)

M Seprate doc attached.

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

b) The prevention of crime and disorder

c) Public safety

d) The prevention of public nuisance

e) The protection of children from harm

Checklist:

Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	✓
•	I have enclosed the plan of the premises.	✓
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	✓
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	✓
•	I understand that I must now advertise my application.	
•	I understand that if I do not comply with the above requirements my application will be rejected. • [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	✓

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in

	the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	
Capacity	

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	9-11-26
Capacity	Director

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

on those premises, provided that the audience does not exceed 500.

- any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect

of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.

10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

1) by providing with this application, copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Home Office online right to work checking service.

As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their share code (provided to them upon accessing the service at https://www.gov.uk/prove-right-to-work) which, along with the applicant's date of birth, will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be shared digitally. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copies of documents as set out above.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Privacy notice

Babergh & Mid Suffolk District Council are Data Controllers and can be contacted at: Babergh & Mid Suffolk District Councils, Endeavour House, 8 Russell Road, IPSWICH IP1 2BX. The Data Protection Officer can be contacted at the same address.

We are collecting your personal information in order to process your application. For more information on this see: How we use your information - Babergh District Council - Babergh & Mid Suffolk District Councils - Working Together.

Your data will not be shared with third parties unless used for council purposes, in order to enquire and receive information relating to your licence, prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation, for example we will share your data with Defra so that Defra can create a database to support the operation of charging clean air zones by local authorities or other air quality plans.

Your data will be kept in line with our retention policy.

You have the right to access your data and to rectify mistakes, erase, restrict, object or move your data in certain circumstances. Automated decision making and processing is not used during this application. Please contact the Data Protection Officer for further information or go to our website where your rights are explained in more detail. If you would like to receive an explanation of your rights in paper format, please contact the Data Protection Officer.

Any complaints regarding your data should be addresses to the Data Protection Officer in the first instance. If the matter is not resolved you can contact the Information Commissioner's Office at: Wycliff House, Water Lane, Wilmslow, Cheshire, SK9 5AF Phone: 0303 123 1113.

If you do not provide the information required on the application form, then we will not be able to process application for a licence. Your data must be kept up to date in accordance with the conditions of your licence.

For further information on our Data Protection Policies please go to our website: How we use your information - Babergh District Council - Babergh & Mid Suffolk District Councils - Working Together or email: data.protection@babberghmidsuffolk.gov.uk

SWB Lounge
22 King street
Sudbury
CO10 2EQ

CONDITIONS

1. The sale and supply of alcohol on the licensed premises shall be restricted to alcoholic beverages only for customers whilst they are having, or waiting for, a haircut or hair treatment. For the avoidance of any doubt, no alcohol shall be sold or supplied to any person on the licensed premises who is not a customer.

2. The licensed premises shall not be exclusively or primarily used for the supply of alcohol.

3. The premises licence holder shall adopt a 'Challenge 21' proof of age scheme. The premises licence holder shall operate a requirement for the production of a passport, driving licence or other bona fide form of identity carrying a photographic image, where the individual requesting the supply of alcohol appears to be under the age of 21.

4. The premises licence holder shall ensure that all members of staff shall undertake suitable and sufficient training in respect of licensing law, offences in relation to prohibited sales and good practice in relation to promotion of the licensing objectives. Training records shall be accurately and legibly maintained and produced upon demand to an authorised officer of the police or Licensing Authority. Refresher Training shall be undertaken at least once every 12 months, with any new member of staff to be trained within six weeks of taking their position and prior to undertaking any direct duties in relation to the sale or supply of alcohol.

5. Alcohol that is not available for immediate sale shall be securely stored beyond the sight or access of customers.

6. Customers shall not be permitted to leave the premises whilst carrying any opened or sealed container, vessel or bottle containing an alcoholic beverage.

7. There shall be no service of alcohol to customers once their haircut or treatment has concluded.

8. There shall be no 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.