



## REPRESENTATIONS PROCEDURE NOTES

- A representation can be made against an application for a premises to carry on a licensable activity within the 28 day consultation period. Representations can also be made against applications to make variations to an existing licence.
- Representations may be made by:
  - Responsible authorities
  - Other persons
- To make a representation you must complete and send this form to [licensing@shropshire.gov.uk](mailto:licensing@shropshire.gov.uk). Representations may also be submitted by post to: Licensing Team, Business & Consumer Protection Service, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND.

**PLEASE NOTE: The representation form must be received by the Licensing Team before the end of the consultation period stated on the site notice, newspaper notice and the Council's website, or it will not be accepted.** Posted representations not received within a consultation period due to the postal system will be treated as late and not accepted.

- Where a representation is accepted as relevant, **the Council will share the representation in its entirety with the applicant and their agent.** This is to allow them an opportunity to consider the issues raised in the representation and discuss possible ways to mitigate the objector's concerns with them directly.
- Only in exceptional circumstances will personal details be redacted from representations. This will be when the Council considers that there is a genuine risk of intimidation / violence to the persons making representation. Persons making representations who consider this to be a risk should make it clear on their representation and they will be contacted to discuss further.
- At the end of the consultation period, if any representations remain, the name and address of persons making representations will be published on the report to the Licensing Sub Committee, which will be publicly available.

For further information and guidance please visit the 'current licence applications in consultation' page on our website [www.shropshire.gov.uk/licensing](http://www.shropshire.gov.uk/licensing) where you can find further details on all applications and download our guidance on **Making Representations and what to expect in a Licensing Act Sub- Sub Committee.**



**Licensing Act 2003  
REPRESENTATION FORM**

The boxes marked \* are mandatory. Representations missing this information will be automatically refused

**Other Persons**

<b>*Name/ Name of business/organisation you represent</b>	Tish Dockerty - Local to Ludlow CIC
<b>*Postal address</b>	[REDACTED]
<b>Telephone number</b>	[REDACTED]
<b>Email address</b> This is the most reliable way for us to communicate with you, please provide an email address if you have one	[REDACTED]

<b>*Name &amp; address of premises for which the representation is being made</b> 23/03757/LPREM      Art-iculate Shropshire Ltd trading as Gather SY8 Studios, Gravel Hill, Ludlow SY8 1QX
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**\*Your representation must relate to one or more of the following four licensing objectives. Please detail the evidence supporting your representation or the reason for your representation. Please use separate sheets if necessary.**

<b>THE PREVENTION OF CRIME AND DISORDER</b>  As a business that supports the local food and drink sector in Ludlow and the Marches I am writing in support of their application for a license.  I cannot see how the application will help prevent crime and disorder.
<b>PUBLIC SAFETY</b>  In terms of public safety, we believe there will be no immediate threat to public safety with the proposals that the applicant are making. They are low key, formal events that are in support the community aspects of the business's objectives.

**THE PREVENTION OF PUBLIC NUISANCE**

We are sure that every possible effort will be made by the applicant who is in our experience a very conscientious member of the public who cares about matters associated with the license, that every effort will be made to ensure there is no public nuisance as a result of the license granted.

**THE PROTECTION OF CHILDREN FROM HARM**

We are sure that every possible effort will be made by the applicant who is in our experience a very conscientious member of the public who cares about matters associated with the license that every effort will be made to ensure there will be no threat to the harm of children associated with the license granted.

**Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary.**

None

- Generally, if there is to be a hearing to determine the premises licence application, the Licensing Sub Committee will only be able to consider matters that have been previously disclosed. No new evidence can be introduced at the hearing. It is therefore imperative that you detail all matters that you wish to be considered on this initial representation. Please attach additional sheet if necessary.
- If you make a representation, you will be expected to attend the Licensing Sub Committee hearing and any subsequent appeal process. **All representations in their entirety, including your name, address and contact details will be disclosed to the applicant for the premises licence and their agent.**
- If limited or withheld personal details are redacted from representations, where notice of a hearing is given to an applicant, the licensing authority is required under the Licensing Act 2003 (Hearings) Regulations 2005 to provide the applicant with copies of the relevant representations that have been made.

**I/We fully understand that this representation will be made available to the applicant and included in the Sub Committee’s Hearing papers which are publicly accessible documents, and any subsequent appeal court proceedings.**

Signed: Letitia Dockerty

Date: 8/1/24

**If this form is sent as an email attachment, its transmission will confirm that you have agreed the above conditions**

**Please return this form along with any additional sheets to:**

[licensing@shropshire.gov.uk](mailto:licensing@shropshire.gov.uk) or by post to: Licensing Team, Business & Consumer Protection Service, Shropshire Council, Shirehall, Abbey Foregate,  
Shrewsbury, SY2 6ND

**This form must be returned within the statutory consultation period, which is displayed on the premises site notice, the newspaper advert, and on the Council's website.**

For confirmation on this date please contact the Licensing Team on 0345 678 9026