

PUBLIC NOTICE
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
LICENSING ACT 2003

An application has been made by Horsham Cricket And Sports Club for the variation of Premises Licence, relating to:

Premises – Horsham Cricket And Sports Club, Cricketfield Road, Horsham, West Sussex, RH12 1TE

The applicant is seeking to vary the following licensable activities and times:

Supply of Alcohol on and off the Premises

Monday to Sunday – 09:00hrs to 00:30hrs the following day

Regulated Entertainment

Monday to Sunday Indoors - 09:00hrs to 00:30hrs the following day

Monday to Sunday Outdoors - 09:00hrs to 23:00hrs

Update the 4 Licence Objectives

Remove the Condition relating to Outdoor live/recorded musical events 'These events must take place between the hours of 09:00 and 23:00hrs and must not exceed four hours duration.'

Premises open to the public – Monday to Sunday – 06:00hrs to 01:00hrs the following day

A copy of the application may be inspected, during office hours by appointment only, via the Licensing Department Horsham District Council, Albery House, Springfield Road, Horsham, West Sussex RH12 2GB or on our website at <https://www.horsham.gov.uk/licensing/current-licensing-applications>

If you wish to make representations for or against this application, you must do so in writing to the Licensing Department at the above address or by e-mail to licensing@horsham.gov.uk by no later than 29/08/2025; after which date, no objections will be considered.

The Council will not entertain representations where the writer requests that his identity remains anonymous. Copies of all representations will be included in the papers presented to the Licensing Committee and will therefore pass into the public domain. Representations must relate to one or more of the four Licensing Objectives: the prevention of crime and disorder, public safety, the prevention of public nuisance and the protection of children from harm.

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE OF UP TO LEVEL 5 ON THE STANDARD SCALE (CURRENTLY £5000) UNDER SECTION 158 OF THE LICENSING ACT 2003 TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT IN CONNECTION WITH THIS APPLICATION.

Application to vary a premises licence 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 Horsham Cricket and Sports Club

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number LI/07/0092/PREM

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description Horsham Cricket and Sports Club Cricketfield Road
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Post town	Horsham	Postcode	RH12 1TE
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Telephone number at premises (if any)	
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Non-domestic rateable value of premises	£20,250
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Part 2 – Applicant details

Daytime contact telephone number	
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E-mail address (optional)	
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Current postal address if different from premises address	
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Post town		Postcode	
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Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible? Yes

If not, from what date do you want the variation to take effect?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) No

Please describe briefly the nature of the proposed variation (Please see guidance note 2)

Please see the following variation we would like to apply for:

- A change to our selling times of alcohol, plus adding off alcohol supplies – see details in completed section J
- A change of times to our performance of live music, playing of recorded music or anything of similar description – see details in completed section B, E,F, G, H & L
- ANNEX 2 – To update our four Licensing Objectives – see detail in completed section M
- To remove on the: Amendment to operating schedule agreed by applicant following representation from an Environmental Health Officer, the following in bold
4. Must not exceed four hours duration

The club is also allowed an exception to the above on one day per year when the event may occur over a period of eight hours only at any time between 14.00 and 23.00hrs each day

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please see guidance note 3) **Please tick all that apply**

- | | |
|---|---|
| a) plays (if ticking yes, fill in box A) | |
| b) films (if ticking yes, fill in box B) | X |
| 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) | X |
| f) recorded music (if ticking yes, fill in box F) | X |
| g) performances of dance (if ticking yes, fill in box G) | X |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | X |

Provision of late night refreshment (if ticking yes, fill in box I) ☐

Supply of alcohol (if ticking yes, fill in box J) x

In all cases complete boxes K, L and M

A

Plays			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
Standard days and timings (please read guidance note 8)				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	X
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 6)		
Thur					
Fri			<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 7)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 4)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
Day	Start	Finish			Both	X
Mon	09:00	00:30	Please give further details here (please read guidance note 5) Outdoors 09:00 to 23:00			
Tue	09:00	00:30				
Wed	09:00	00:30	State any seasonal variations for the exhibition of films (please read guidance note 6)			
Thur	09:00	00:30				
Fri	09:00	00:30	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 7)			
Sat	09:00	00:30				
Sun	09:00	00:30				

C

Indoor sporting events			<u>Please give further details</u> (please read guidance note 5)
Standard days and timings (please read guidance note 8)			
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 6)
Wed			
Thur			<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 7)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 5)		
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 6)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 7)		
Sat					
Sun					

E

Live music			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
Standard days and timings (please read guidance note 8)				Outdoors	<input type="checkbox"/>
Indoors				Both	X
Day	Start	Finish	Please give further details here (please read guidance note 5) Outdoors 09:00 to 23:00		
Mon	09:00	00:30			
Tue	09:00	00:30	State any seasonal variations for the performance of live music (please read guidance note 6)		
Wed	09:00	00:30			
Thur	09:00	00:30	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 (please read guidance note 7)		
Fri	09:00	00:30			
Sat	09:00	00:30			
Sun	09:00	00:30			

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	X
Mon	09:00	00:30	Please give further details here (please read guidance note 5) Outdoors 09:00 to 23:00		
Tue	09:00	00:30			
Wed	09:00	00:30	State any seasonal variations for the playing of recorded music (please read guidance note 6)		
Thur	09:00	00:30			
Fri	09:00	00:30	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 7)		
Sat	09:00	00:30			
Sun	09:00	00:30			

G

Performances of dance			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 4)	
Standard days and timings (please read guidance note 8)			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both	X
Mon	09:00	00:30	Please give further details here (please read guidance note 5) Outdoors 09:00 to 23:00	
Tue	09:00	00:30		
Wed	09:00	00:30	State any seasonal variations for the performance of dance (please read guidance note 6)	
Thur	09:00	00:30		
Fri	09:00	00:30	Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 7)	
Sat	09:00	00:30		
Sun	09:00	00:30		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Mon	09:00	00:30		Outdoors	<input type="checkbox"/>
				Both	X
Tue	09:00	00:30	<u>Please give further details here</u> (please read guidance note 5) Outdoors 09:00 to 23:00		
Wed	09:00	00:30			
Thur	09:00	00:30	<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 6)		
Fri	09:00	00:30			
Sat	09:00	00:30	<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 7)		
Sun	09:00	00:30			

I

Late night refreshment			Will the provision of late night refreshment		
Standard days and timings (please read guidance note 8)			take place indoors or outdoors or both		Indoors <input type="checkbox"/>
			<u>please tick</u> (please read guidance note 4)		Outdoors <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 5)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 6)		
Thur					
Fri					
Sat			<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 7)		
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 8) Indoors			Will the supply of alcohol be for consumption – please tick (please read guidance note 9)		On the premises	<input type="checkbox"/>
					Off the premises	<input type="checkbox"/>
					Both	X
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 6) Outdoors Monday to Sunday 09:00 to 23:00 – Except New Years Eve 09:00 to 00:30 <u>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</u> (please read guidance note 7)			
Mon	9.00	00:30				
Tue	9.00	00:30				
Wed	9.00	00:30				
Thur	9.00	00:30				
Fri	9.00	00:30				
Sat	9.00	00:30				
Sun	9.00	00:30				

K

<p>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 10).</p>
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L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			<u>State any seasonal variations</u> (please read guidance note 6) Christmas, New Year & All standard Bank Holidays open 01:00hrs
Day	Start	Finish	<u>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</u> (please read guidance note 7)
Mon	6.00	1.00	
Tue	6.00	1.00	
Wed	6.00	1.00	
Thur	6.00	1.00	
Fri	6.00	1.00	
Sat	6.00	1.00	
Sun	6.00	1.00	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

Please tick as appropriate

- I have enclosed the premises licence ☐
- I have enclosed the relevant part of the premises licence ☐

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 11)

Please can we remove the following wording that is in our current premises licence:

Only persons authorised by committee/club members or member's guests will be allowed access to the premises

b) The prevention of crime and disorder

PREVENTION OF CRIME AND DISORDER

1. The premises shall install and maintain a comprehensive CCTV system covering entry and exit points of any internal areas.
2. All recordings shall be stored for a minimum period of 31 days with date and time stamping.
3. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the entire 31-day period.
4. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested.
5. All staff responsible for selling alcohol shall receive regular training. Staff shall receive refresher training in the Licensing Act 2003 at intervals of no more than 6 months.
6. Signed and dated records of staff training in the Licensing Act 2003 shall be retained on the premises for a period of at least one calendar year from the last date of entry and made available to police and authorised officers of the Licensing Authority on request.
7. A daily incident log shall be kept at the premises for a period of at least 12 months from the date of last entry, which will record the following:
 - all crimes reported to the venue
 - all ejections of patrons
 - any complaints received
 - any incidents of disorder
 - any faults in the CCTV repaired within 24hrs
 - any visit by a relevant authority or emergency service.
 - any lost property found or handed to staff at the premises.
 - any other relevant incidents to be recorded.
8. A record shall be maintained recording every occasion when the sale of alcohol has been refused. The record shall:

- give the date and time of the occasion; a brief description of the customer and the name of the member of staff who refused to sell the alcohol.
 - be kept at the Premises and available for inspection by authorised officers of the Licensing Authority and the Police at all times the Premises are open.
9. All Off sales will be made in a sealed containers. Patrons will not be permitted to take drinks in open containers to consume outside the licensed area.
10. The DPS will send a risk assessment to Sussex Police and licensing authority for any planned events (including private parties etc), considering SIA and not limited to the following;
- To supply drinks in plastic or polycarbonate safety glasses.
 - All bottles must be decanted into plastic at the point of sale.
 - The risk assessment will cover any other security measures deemed necessary e.g., requirement for ticket only events, entry restrictions and last entry times.
 - The requirement for door supervisors and numbers of door supervisors on any day of the week shall be risk assessed as appropriate. The risk assessment shall also consider higher risk events or trading periods such as Bank Holidays, Christmas and New Year deemed higher risk. The risk assessment will be kept on the premises and made available immediately upon request to officers of any responsible authority.”
 - Door supervisors employed will wear a clearly defined neon arm band to hold their SIA badges to make it obvious who the door supervisors are.
 - SIA door supervisors when on duty shall complete incident logs prior to the end of their shift. Records shall be maintained at the premises containing the full name, date of birth, and SIA badge number of every Door Supervisor. The record shall include all dates and times when a Door Supervisor is employed. If Staff are employed through an agency the name and address of the agency must be included. The Door Supervisor records will be kept at the premises and made immediately available to officers of any responsible authority upon request.

c) Public safety

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d) The prevention of public nuisance

PREVENTION OF PUBLIC NUISANCE

11. The premises licence holder shall take all necessary steps to ensure that noise or vibration is not noticeable at the façade of any noise sensitive premises.
12. Notices to be displayed at all exits asking customers to leave in a quiet and orderly fashion.

e) The protection of children from harm

PROTECTION OF CHILDREN FROM HARM

1. A "Challenge 25" age verification policy shall be operated at the Premises during the permitted hours for the sale of alcohol and staff shall be trained in respect of the policy. Staff shall ask for proof of age from anyone they suspect of being less than 25 years of age.
2. The only acceptable forms of identification shall be a photo style driving licence, a passport, a photo identification card bearing the PASS logo in a hologram format, military ID or recognised national photographic identity cards from member countries of the European Union.
3. Children will always be accompanied by an adult, parent or guardian.
No 18th, 19th, 20th, 21st, 22nd, 23rd, 24th or 25th Birthday parties will be held on the premises

Checklist:

Please tick to indicate agreement


- I have made or enclosed payment of the fee; or ☒
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy. ☐
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☐
- I understand that I must now advertise my application. ☒
- I have enclosed the premises licence or relevant part of it or explanation. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

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.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	30-7-2025
Capacity	Director - Haverham Sports Club Training Ltd

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 14). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)

Post town		Post code	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy

2. Describe the premises. For example, the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place of consumption of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.
3. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live 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.
 - a performance of amplified live 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 or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption 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.
4. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 5. For example state 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.
 6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 8. 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.
 9. 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'.
 10. 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.
 11. Please list here steps you will take to promote all four licensing objectives together.
 12. The application form must be signed.
 13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 14. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
 15. This is the address which we shall use to correspond with you about this application.
