

ASHFIELD DISTRICT COUNCIL

Urban Road,
Kirkby-in-Ashfield,
Nottingham,
NG17 8DA

Tel: 01623 450000
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Mr & Mrs C Green
168 Forest Road
Annesley Woodhouse
Nottinghamshire
NG17 9JB

Contact:	Licensing Team	Our Ref:	006272/PR/1603
Direct Line:	01623 457589	Your Ref:	
E-Mail	licensing@ashfield-dc.gov.uk	IP	Mr & Mrs Green
Date:	27 April 2016	Resp Auths	

Dear Mr & Mrs Green

LICENSING ACT 2003

LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005

NOTICE OF HEARING

RE: Porterhouse by Barlows, 174 Forest Road, Annesley Woodhouse Nottingham, NG17 9JB

In accordance with the above provisions, I would advise you that the above application will be heard by a Licensing Panel of this Licensing Authority on Monday 9th May 2016 commencing at 10.00am in the Council Chamber, Ashfield District Council, Urban Road, Kirkby-in-Ashfield, Nottingham.

Your attention is drawn to the following matters:

1. You have a right to be assisted or represented by any person whether or not that person is legally qualified.
2. If you require an interpreter at the hearing, you must provide and pay for this service yourself. Ashfield District Council does not provide or pay for interpreters at Licensing hearings.
3. If you fail to attend, or are not represented at, the hearing, the authority may -
 - Where it is considered to be necessary in the public interest, adjourn the hearing to a later date, or
 - Hold the hearing in your absence.
4. Where the hearing is held in your absence, the authority will consider at the hearing the application, representation or notice made by you. (over)

R. MITCHELL, Chief Executive

If reasonable adjustments are needed to fully engage with the Authority - contact **01623 450000**

5. **The authority requests that the following information is provided well in advance of the hearing in order to clarify a number of points –**
 - **Any additional information that supports your representation that the proposed variation to the licence will undermine the licensing objectives relating to Prevention of Public Nuisance.**
6. **I would remind you that should you have any additional supporting information that you wish to be considered at the above hearing, copies of the information must be provided to the other parties prior to the hearing. By virtue of Regulation 8 of the above Regulations, supporting information provided on the day of the hearing may only be considered with the consent of all other parties.**
7. If additional written information is to be placed before the Panel, at least six copies of the material should be provided.
8. A copy of the procedure to be followed at the Hearing is enclosed.
9. A copy of the agenda for the hearing will be available at the Hearing.
10. After consideration of the information contained in this letter, I should be obliged if you would advise me if,
 - You will be attending or be represented by another party at the hearing, and
 - If there are any witnesses that you wish to appear at the hearing on your behalf; if so, please forward a list of your witnesses together with a brief description of how they may be able to assist the authority, or
 - If you consider that a hearing is unnecessary.

If for any reason you wish to withdraw your representation, please note that this must be done in writing no later than 24 hours before the hearing or orally at the hearing. Should this be the case (for example, if there is some agreement reached between you and the applicant) it would be appreciated if you could advise the Licensing Team in writing as soon as possible, by returning the Withdrawal of Representation form is enclosed with this letter, in order that the hearing may be cancelled.

I look forward to hearing from you.

Yours sincerely

Mr C Booth
Environmental Manager