Ribble Valley Borough Council
www.ribblevalley.gov.uk

LICENSING ACT 2003

Ribble Valley Borough Council, as the relevant licensing authority, hereby **GIVE NOTICE** that it has received an application for the **GRANT** of a Premises Licence from:

Applicant:	Barrow Village Hall Charity (Committee of Management)
Premises Details:	Barrow Village Hall, 23-25 Old Row, Whalley Road, Barrow, Clitheroe, BB7 9AZ
Licensable activities applied for:	To supply **Alcohol** for consumption **on** the premises only: ▪ Sunday to Thursday: 0830hrs – 2300hrs ▪ Friday: 0830hrs – 0000hrs ▪ Saturday: 0830hrs – 0000hrs To provide regulated entertainment in the form of **Plays, Films, Indoor Sporting Events, Recorded Music, Performance of Dance, anything of a similar description to Recorded Music or Performance of Dance** all indoors only: ▪ Sunday to Thursday: 0830hrs – 2300hrs ▪ Friday: 0830hrs – 0000hrs ▪ Saturday: 0830hrs – 0000hrs To provide regulated entertainment in the form of **Live Music** indoors and outdoors (mainly indoors): ▪ Sunday to Thursday: 0830hrs – 2300hrs ▪ Friday: 0830hrs – 0000hrs ▪ Saturday: 0830hrs – 0000hrs To provide **Late Night Refreshment,** indoors only: ▪ Sunday to Thursday: 0830hrs – 2300hrs ▪ Friday: 0830hrs – 0000hrs ▪ Saturday: 0830hrs – 0000hrs
Opening Hours:	Hours premises are open to the public: ▪ Sunday to Thursday: 0830hrs – 2300hrs ▪ Friday: 0830hrs – 0000hrs ▪ Saturday: 0830hrs – 0000hrs
To apply to include the alternative licence condition that, 'every supply of alcohol under the premises licence must be made or authorised by the Management Committee'	

A copy of the premises licence application is attached to this notice and a record has been placed on the licensing authority's public register: https://www.ribblevalley.gov.uk/info/200293/licensing_and_law

Any Responsible Authority or Other Person who wishes to make representations regarding this application must give notice in writing to the Licensing Officer (Alcohol & Entertainment), Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe BB7 2RA or by email to licensing@ribblevalley.gov.uk no later than **9 December 2026.**

Under Section 158 of the Licensing Act 2003 it is an offence to knowingly or recklessly make a false statement in connection with an application. The fine for which a person is liable on summary conviction is unlimited.

Sarah Threlfall
Chief Executive

Dated: 11 November 2026

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 BARROW VILLAGE HALL CHARITY (COMMITTEE OF MANAGEMENT)
(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			
BARROW VILLAGE HALL (charity no. 1218565) 23-25 OLD ROW, WHALLEY ROAD BARROW BB7 9AZ			
Post town	CLITHEROE	**Postcode**	BB7 9AZ

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£ 5,700

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	X	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 or over		I am 18 years old		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
Address
Registered number (where applicable)

Description of applicant (for example, partnership, company, unincorporated association etc.)
TRUSTEE FOR BARROW VILLAGE HALL
Telephone number (if any) [redacted]
E-mail address (optional) [redacted]

Part 3 Operating Schedule

When do you want the premises licence to start? DD MM YYYY: 09 11 2026

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)

VILLAGE HALL RUN BY TRUSTEES. AND VOLUNTEERS, WHERE WE WILL HOLD EVENTS FOR THE COMMUNITY AND TO RAISE FUNDS FOR THE HALL

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

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

Plays Standard days and timings (please read guidance note 7)			**Will the performance of a play take place indoors or outdoors or both – please tick** (please read guidance note 3)		
				Indoors	✓
				Outdoors	
Day	Start	Finish		Both	
Mon	8.30	~~22.30~~ 23.00	**Please give further details here** (please read guidance note 4)		
Tue	8.30	~~22.30~~ 23.00			
Wed	8.30	~~22.30~~ 23.00	**State any seasonal variations for performing plays** (please read guidance note 5)		
Thur	8.30	~~22.30~~ 23.00			
Fri	8.30	~~22.30~~ 00.00	**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** (please read guidance note 6)		
Sat	8.30	~~22.30~~ 0000			
Sun	8.30	~~22.30~~ 23.00			

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	8:30	~~22:30~~ 23:00	**Please give further details here** (please read guidance note 4)		
Tue	8:30	~~22:30~~ 23:00			
Wed	8:30	~~22:30~~ 23:00	**State any seasonal variations for the exhibition of films** (please read guidance note 5)		
Thur	8:30	~~22:30~~ 23:00			
Fri	8:30	~~23:30~~ 00:00	**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	8:30	~~23:30~~ 00:00			
Sun	8:30	~~22:30~~ 23:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			**Please give further details** (please read guidance note 4)
Day	Start	Finish	INDOOR BADMINTON. BOWLS SKITTLES. MARTIAL ARTS.
Mon	8.30	~~22.30~~ 23.00	
Tue	8.30	~~22.30~~ 23.00	**State any seasonal variations for indoor sporting events** (please read guidance note 5) NO SEASONAL VARIATION.
Wed	8.30	~~22.30~~ 23.00	
Thur	8.30	~~22.30~~ 23.00	**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** (please read guidance note 6) N/A.
Fri	8.30	00.00	
Sat	8.30	00.00	
Sun	8.30	~~22.30~~ 23.00	

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			**Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick** (please read guidance note 3) N/A	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			**Please give further details here** (please read guidance note 4)		
Tue					
Wed			**State any seasonal variations for boxing or wrestling entertainment** (please read guidance note 5)		
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 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			**Will the performance of live music take place indoors or outdoors or both – please tick** (please read guidance note 3) MAINLY INDOORS	Indoors	
				Outdoors	
Day	Start	Finish		Both	✓
Mon	8:30	~~22:30~~ 23:00	**Please give further details here** (please read guidance note 4) WE MAY HAVE BRASS BAND. OR CAROLS AT XMAS. IN THE OUTDOOR AREA.		
Tue	8:30	~~22:30~~ 23:00			
Wed	8:30	~~22:30~~ 23:00	**State any seasonal variations for the performance of live music** (please read guidance note 5) AS ABOVE FOR CHRISTMAS. OUTDOORS FOR SUMMER BARBECUE		
Thur	8:30	~~22:30~~ 23:00			
Fri	8:30	~~00:00~~ 00:00	**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 6)		
Sat	8:30	00:00			
Sun	8:30	~~22:30~~ 23:00			

F

Recorded music Standard days and timings (please read guidance note 7)			**Will the playing of recorded music take place indoors or outdoors or both – please tick** (please read guidance note 3)		
				Indoors	✓
				Outdoors	
Day	Start	Finish		Both	
Mon	8:30	~~22:30~~ 23:00	**Please give further details here** (please read guidance note 4) MUSIC WILL BE PLAYED AT COMMUNITY EVENTS. + EVENING EVENTS (DISCO)		
Tue	8:30	~~22:30~~ 23:00			
Wed	8:30	~~22:30~~ 23:00	**State any seasonal variations for the playing of recorded music** (please read guidance note 5)		
Thur	8:30	~~22:30~~ 23:00			
Fri	8:30	00:00	**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 6)		
Sat	8:30	00:00			
Sun	8:30	~~22:30~~ 23:00			

G

Performances of dance Standard days and timings (please read guidance note 7)			**Will the performance of dance take place indoors or outdoors or both – please tick** (please read guidance note 3)		
				Indoors	✓
				Outdoors	
Day	Start	Finish		Both	
Mon	8:30	~~22:30~~ 23:00	**Please give further details here** (please read guidance note 4)		
Tue	8:30	~~22:30~~ 23:00			
Wed	8:30	~~22:30~~ 23:00	**State any seasonal variations for the performance of dance** (please read guidance note 5)		
Thur	8:30	~~22:30~~ 23:00			
Fri	8:30	00:00	**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 6)		
Sat	8:30	00:00			
Sun	8:30	~~22:30~~ 23:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing PSYCHIC NIGHT + DJ.		
Day	Start	Finish	**Will this entertainment take place indoors or outdoors or both – please tick** (please read guidance note 3)	Indoors	✓
Mon	8.30	~~22.30~~ 23.00		Outdoors	
Tue	8.30	~~22.30~~ 23.00		Both	
Wed	8.30	~~22.30~~ 23.00	**Please give further details here** (please read guidance note 4) MUSIC WILL BE AMPLIFIED WITHIN THE TIMES STATED.		
Thur	8.30	~~22.30~~ 23.00	**State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)** (please read guidance note 5)		
Fri	8.30	00.00			
Sat	8.30	00.00	**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** (please read guidance note 6)		
Sun	8.30	~~22.30~~ 23.00			

I

Late night refreshment Standard days and timings (please read guidance note 7)			**Will the provision of late night refreshment take place indoors or outdoors or both – please tick** (please read guidance note 3)		
Day	Start	Finish		Indoors	✓
				Outdoors	
				Both	
Mon	8.30	~~22.30~~ 23.00	**Please give further details here** (please read guidance note 4) ALCOHOLIC REFRESHMENT WILL BE SOLD AT HALL MANAGED EVENTS WHERE APROPRIATE.		
Tue	8.30	~~22.30~~ 23.00			
Wed	8.30	~~22.30~~ 23.00	**State any seasonal variations for the provision of late night refreshment** (please read guidance note 5) IF A HIRER OF THE HALL FOR A PRIVATE FUNCTION WANTS. THE BAR - THE MANAGEMENT COMMITTEE WILL CONSIDR THIS.		
Thur	8.30	~~22.30~~ 23.00			
Fri	8.30	~~22.30~~ 00.00	**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** (please read guidance note 6)		
Sat	8.30	00.00			
Sun	8.30	~~22.30~~ 23.00			

AND A MEMBER OF THE MANAGEMENT COMMITTEE WILL BE PRESENT AT ALL TIMES.

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	8:30	~~22:30~~ 23:00	**State any seasonal variations for the supply of alcohol** (please read guidance note 5) ALCOHOL WILL ONLY BE SUPPLIED TO BE CONSUMED ON THE PREMISES.		
Tue	8:30	~~22:30~~ 23:00			
Wed	8:30	~~22:30~~ 23:00			
Thur	8:30	~~22:30~~ 23:00	**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	8:30	~~00:00~~			
Sat	8:30	00:00			
Sun	8:30	~~22:30~~ 23:00			

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	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

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).

NONE – CRB CHECKED VOLUNTEERS WILL BE PRESENT WHEN CHILDREN ARE AT EVENTS -

L

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

Day	Start	Finish
Mon	8:30	~~22:30~~ 23:00
Tue	8:30	~~22:30~~ 23:00
Wed	8:30	~~22:30~~ 23:00
Thur	8:30	~~22:30~~ 23:00
Fri	8:30	00:00
Sat	8:30	00:00
Sun	8:30	~~22:30~~ 23:00

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

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)

VOLUNTEER TRAINING – ONGOING.
RUN THROUGH WITH VOLUNTEERS ALL OBJECTIVES BEFORE AN EVENT.

b) The prevention of crime and disorder

NO DRUG DEALING OR USE TO TAKE PLACE ON THE PREMISES - IF THIS HAPPENS THEY WILL BE ASKED TO LEAVE. AVOID SELLING TO DRUNK PEOPLE.
PREVENT VIOLENCE AND THEFT BY VETTING ATTENDEES.
STAFF TRAINING TO ADDRESS ANY OF THE ISSUES.

c) Public safety

SET SAFE CAPACITY LIMITS. - 120 max
KEEP FIRE EXITS CLEAR AND PROPERLY SIGNED.
TRAIN STAFF.
ALL ELECTRICAL EQUIPMENT + GAS APPLIANCES TO BE CHECKED REGULARLY - FIRE ALARM TESTS REGULARLY.

d) The prevention of public nuisance

MINIMISE NOISE – CLOSE AT RESPECTABLE TIMES
REMIND CUSTOMERS TO RESPECT LOCAL HOMES WHEN DEPARTING. LIGHTS OFF AT RESPECTABLE TIME. COLLECT LITTER CAUSED BY ANY EVENT.

e) The protection of children from harm

PREVENT UNDERAGE ALCOHOL SALES - ASK FOR ID
USE CHALLENGE 25 POLICIES + STAFF TRAINING
RESTRICT CHILDREN FROM UNSUITABLE ENVIRONMENTS

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	
Capacity	

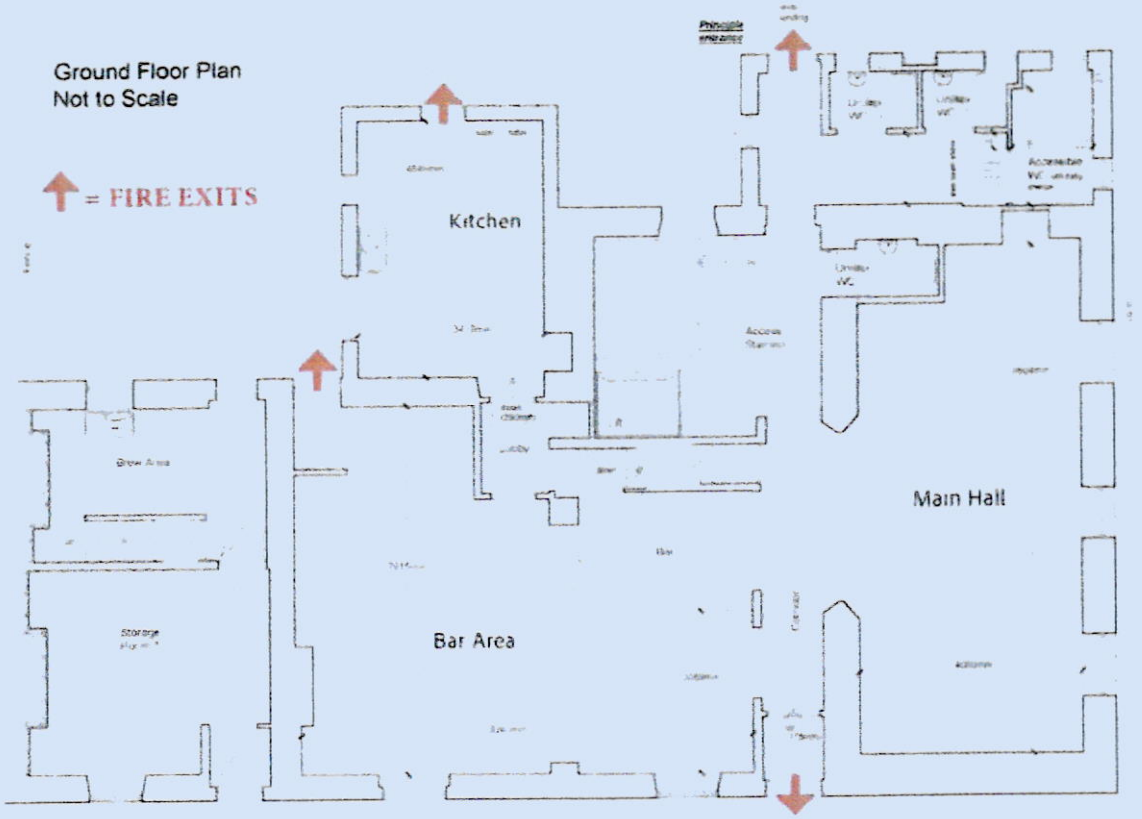
Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)		
Post town		Postcode
Telephone number (if any)		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)		

Notes for Guidance

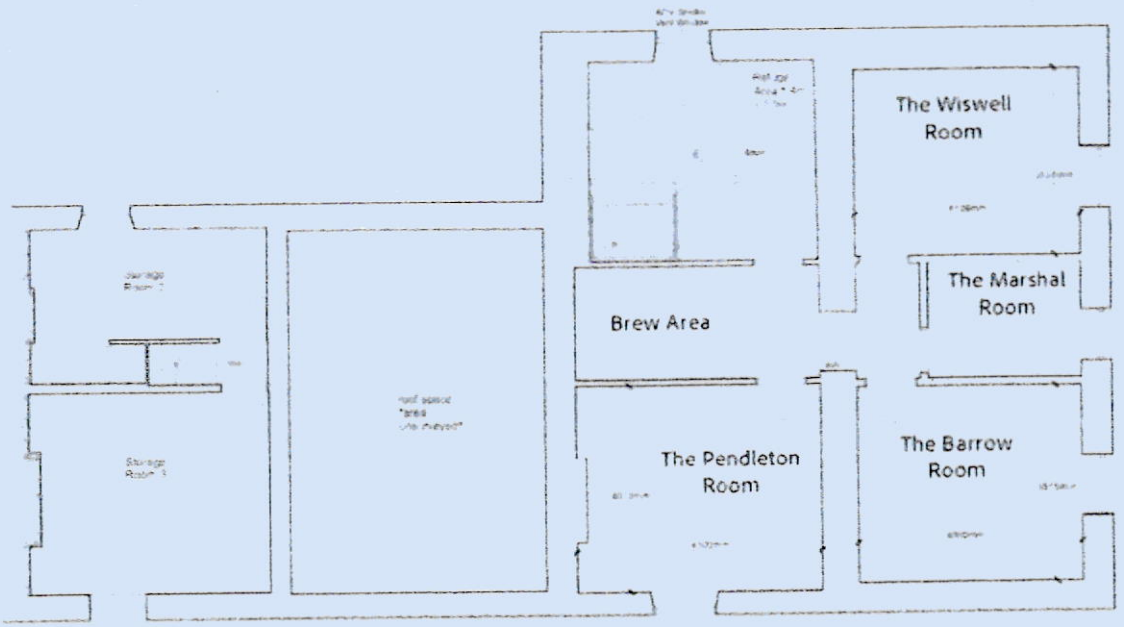
Barrow Village Hall
23-25 Old Row, Barrow, Lancashire BB7 9AZ

Ground Floor Plan
Not to Scale

= FIRE EXITS



First Floor Plan
Not to Scale



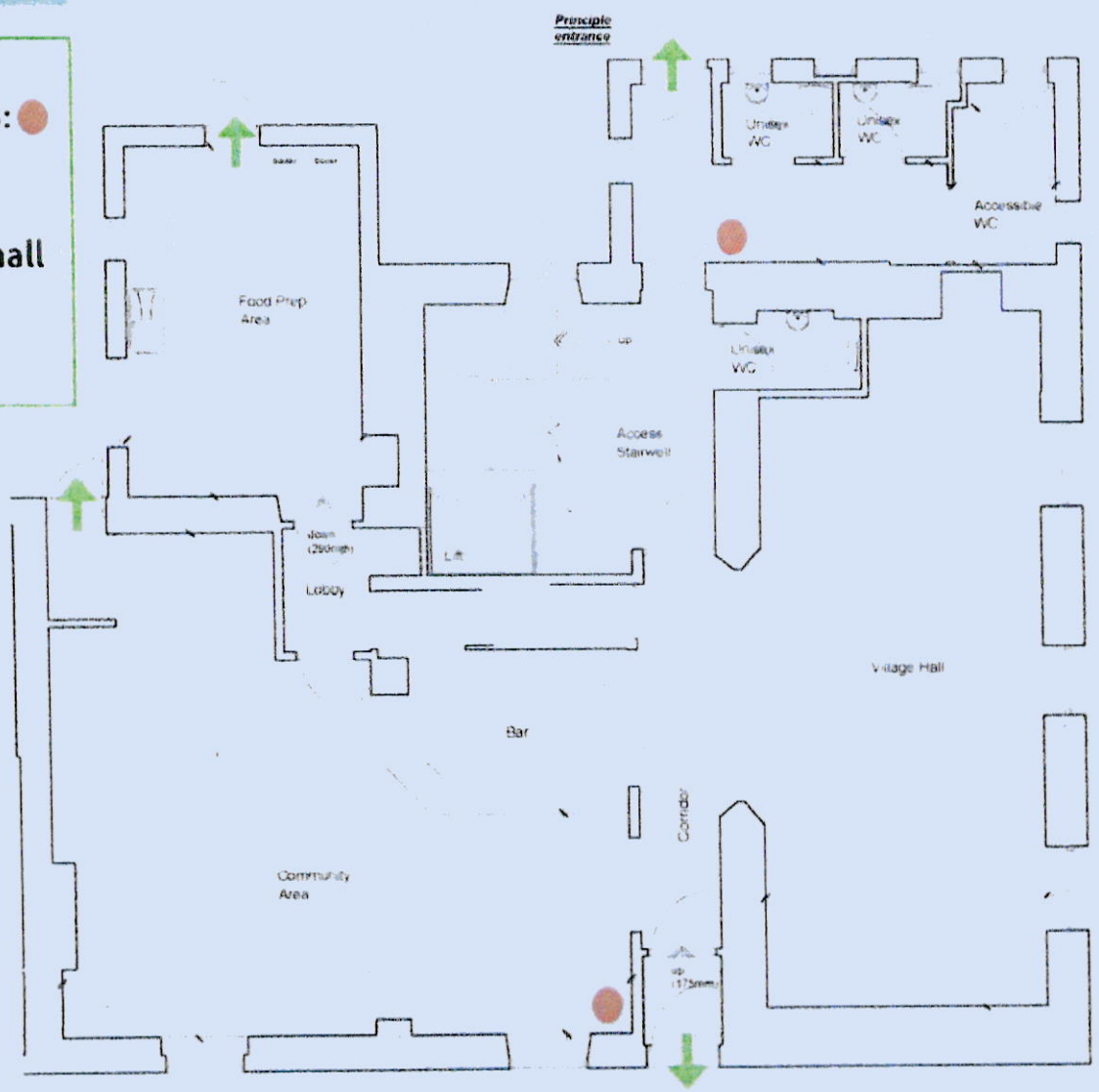
Barrow Village Hall

CAR PARK AREA X

REAR OF BUILDING: CAR PARK

FIRE EXITS:
FIRE EXTINGUISHERS:

ASSEMBLY POINT:
Car Park behind the hall marked X



FIRE EVACUATION:

LEAVE BY THE NEAREST FIRE EXIT (indicated by the green arrows)

ASSEMBLE NEAR THE DISABLED BAYS ON THE CAR PARK AT REAR

SIDE OF BUILDING: TRAFFORD GARDENS

Address:
23-25 Old Row, Whalley Road, Barrow BB7 9AZ

what3words:
https://w3w.co/belief.shorthand.flanked

ALL VISITORS:
Please study the floor plan and be aware of where the four fire exits are located

FRONT OF BUILDING: WHALLEY ROAD