REPORT TO THE FULL TOWN COUNCIL

DESIGNATED PREMISES LICENCE

Report Reference	**FTC-25-06**
Meeting Date	**3rd July 2025**
Agenda Item	**34**
Prepared by	**Deputy Clerk**

Background

Usually, when you have a Premises Licence, you need a Designated Premises Supervisor (*DPS*), who is the person responsible for any sale of alcohol at the premises and must hold a Personal Licence.

Maltby Town Council requires a DPS for both the Edward Dunn Memorial Hall and the Maltby Miners Community Recreation Ground. However, the current DPS has stepped down from the position.

Consider condition section 26A(6) of the Licencing Act 2003 - a 'committee' of people (the Council) would be responsible for the supply of alcohol.

As the premises licence holder, the 'committee' will collectively be responsible for ensuring compliance with licence conditions and the law and may remain liable to prosecution for one of the offences in the act. However, there would not always be any member present at the premises. This would be instead of the DPS who holds most responsibility.

Basic Overview

- We can apply to remove the need for a Designated Premises Supervisor
- The Premises Licence would be run by the Council as a whole.
- The Council would have overall responsibility.
  - If a clear summary of the hirer's responsibilities under the Licencing Act 2003 is given, this is likely to be treated as having taken adequate steps to avoid liability to prosecution.
- This would cost £23 to change and is subject to Licencing to grant.