

## SADBERGE VILLAGE HALL ASSOCIATION

# RUNNING A BAR IN SADBERGE VILLAGE HALL

Do you want to have a bar at your function in Sadberge Village Hall?

Sadberge Village Hall now has a Premises Licence, which means that – subject to certain conditions – you can run a bar at your function.

The main conditions are:-

- You need to arrange for a Personal Licence holder to take responsibility for managing the bar. This person – the Function Supervisor – must be present in the Village Hall whenever the bar is open. If you are arranging for a pub to run the bar at your function then the pub should be able to provide a suitably qualified person.
- You need to apply to the SVHA Management Committee for permission to run the bar. You can get an application form from the SVHA Bookings Secretary, Helen Monteith. Your application needs to be returned to Helen **at least eight weeks** before your function in order to allow time for it to be considered by the Management Committee.
- You need to agree to the terms and conditions on the back of the application form. The terms and conditions are not meant to be unduly restrictive, but are intended to be common sense measures to ensure that cash bars in Sadberge Village Hall are managed in a responsible manner. As far as we know, we are the only village hall in the country to have been granted a Premises Licence of this type. The Licensing Authority is trusting us to manage our Premises Licence properly, and we are very keen to show that we are worthy of that trust.
- There is a £15 charge for permission to run a bar under the Sadberge Village Hall's Premises Licence.

If you have any questions about this then please contact either Helen Monteith or Alastair Mackenzie.

**Helen Monteith**  
**Bookings Secretary**  
**Tel: 01325-332359**

**Alastair Mackenzie**  
**Premises Supervisor**  
**Tel: 01325-333333**