

# CUCKFIELD PARISH COUNCIL

Queen's Hall, High Street, Cuckfield, RH17 5EL



## Assets, Community and Environment Committee Meeting 8 August 2019

### Item 11: Christmas Street Festival, 6 December 2019

#### 1. Background

The Christmas Street Festival is held annually in December. Shops remain open and there are a number of stallholders selling wares, food and drink. Christmas lights are installed above the High Street, a machine creates snow, music and dancing add to the atmosphere and Santa greets all the children. Pubs and restaurants set up outside areas for visitors to enjoy beverages in the fresh cool air.

#### 2. Stallholder Charges

CPC presently charge business stallholders £15 and do not charge charity stallholders. It has been suggested to increase the business stallholder charge to £20.00. Lindfield Parish Council charge business stallholders £15.00 and charity stallholders £7.50.

#### 3. Costs for a Licence to serve alcohol

Public Houses sell drinks outside. However, they are only licenced to allow these to be drunk on their premises. Anyone who takes their drinks away from the pub premises is breaking the terms of that licence.

**Premises Licence** – for organisation applications with attendance of 500 and over. The MSDC form (organisations only) can be completed online at a cost of between £100-300.00. The year-on fee is £70.00 per annum. After consulting with responsible authorities, the application could be processed in 28 days unless there are any objections, in which case it is advised to allow **two** months.

**Street** (no rateable value) events fall into Category A, application fee £100.00.

**Advertisement** (local newspaper), one-off cost £250-300.

Paul Thornton, MSDC (Tel: 01444 477428) would be more than happy to visit CPC to discuss licences further. However, in the interim he has advised the following:

- Maximise the licence by the number of events being held each year;
- Join forces with other organisations (CuckSoc, ISOC, Cuckfield Fayre);
- Split the cost of the annual fee between other organisations;
- Premises Licence covers events up to six days per year.

**Temporary Event Notice** – for individual applications with a maximum attendance of 499 attending. The MSDC form (one per stallholder selling alcohol) can be completed online at a cost of £21.00. The form is processed quickly.

## **5. Next Steps**

ACE Committee members to consider and agree the following:

- a) Increase business stallholder charge from £15.00 to £20.00;
- b) Apply for a Business Premises Alcohol Licence.

Caroline Hansen  
Assistant Clerk  
7 August 2019