

### **SUBMITTING YOUR APPLICATION**

**A COPY MUST BE SENT TO ALL RESPONSIBLE AUTHORITIES SHOWN BELOW:**

**All Original Documentation and the original signed Application and fee should be sent to: -**

**Licensing Team  
East Riding of Yorkshire Council  
Housing and Public Protection Division  
County Hall, Beverley  
HU17 9BA  
E mail: [licensing@eastriding.gov.uk](mailto:licensing@eastriding.gov.uk)**

**You must at the same time also supply a copy of your application and plan to the following persons:**

<b>Responsible Authority</b>	<b>Contact Details</b>
<b>Police</b>	Alcohol Licensing Department Police Headquarters Priory Road Police Station Priory Road Hull HU5 5SF Email: <a href="mailto:CommunitiesLicensing@humberside.pnn.police.uk">CommunitiesLicensing@humberside.pnn.police.uk</a>
<b>Environmental Control</b>	David Howliston Environmental Control Manager Town Hall Quay Road Bridlington East Riding of Yorkshire YO16 4LP Email: <a href="mailto:pollution.control@eastriding.gov.uk">pollution.control@eastriding.gov.uk</a>
<b>Planning Department</b>	Steve Cook Planning Department County Hall Beverley East Riding of Yorkshire HU17 9BA Email: <a href="mailto:stephen.cook@eastriding.gov.uk">stephen.cook@eastriding.gov.uk</a>
<b>Fire Authority</b>	Technical Fire Safety Officers Beverley Fire Station New Walkergate Beverley East Riding of Yorkshire HU17 9EE Telephone: 01482 398511 Email: <a href="mailto:publicsafetycentre@humbersidefire.gov.uk">publicsafetycentre@humbersidefire.gov.uk</a>

<b>Health &amp; Safety</b>	Chris Dunnachie Health and Safety County Hall , Beverley East Riding of Yorkshire HU17 9BA Email: <a href="mailto:health.safety@eastriding.gov.uk">health.safety@eastriding.gov.uk</a>
<b>Weights &amp; Measures</b>	Colin Briggs Trading Standards Services Manager County Hall, Beverley East Riding of Yorkshire HU17 9BA Email: <a href="mailto:TradingStandards@eastriding.gov.uk">TradingStandards@eastriding.gov.uk</a>
<b>Children and families Services - CFAS</b>	LADO Children & Young Peoples Support and Safeguarding BF73 County Hall Beverley East Riding of Yorkshire HU17 9BA Email: <a href="mailto:LADO@eastriding.gov.uk">LADO@eastriding.gov.uk</a>
<b>Public Health</b>	Mike McDermott Associate Director of Public Health JF84 County Hall Beverley East Riding of Yorkshire HU17 9BA Email: <a href="mailto:mike.mcdermott@eastriding.gov.uk">mike.mcdermott@eastriding.gov.uk</a>
<b>Licensing Authority</b>	Louise Wilson Licensing Manager County Hall Cross Street Beverley HU17 9BA Email: <a href="mailto:louise.wilson@eastriding.gov.uk">louise.wilson@eastriding.gov.uk</a>
<b>Home Office's Secretary of State</b>  <b>*only req for Sections 17, 42, 47, 34 &amp; 52 applications</b>	Alcohol Licensing Team Lunar House 40 Wellesley Road Croydon CR9 2BY <a href="mailto:Alcohol@homeoffice.gsi.gov.uk">Alcohol@homeoffice.gsi.gov.uk</a>
<b>Responsible Authorities for Ships / Vessels Only</b> <b>Only serve if application</b>	The Environment Agency The British Waterways Board The Secretary of State For further information contact: MCA (Maritime and Coastguard Agency) <a href="http://www.mcga.gov.uk">http://www.mcga.gov.uk</a>

**N.B If your application is incomplete you will have to resubmit it to these responsible authorities. The Licensing Authority is required to determine applications within the timescales prescribed in legislation.**