

Application for a premises licence

Your Details

Your Details	
Title	Miss
First name	Lisa Anne
Last name	Matthews

Premises

Premises Information	
Postal address of premises or, if none, ordnance survey map reference or description	Sussex Lantern Southdown Way Caravan and Camping Park Lodge Lane Keymer Hassocks West Sussex
Postcode	BN6 8LX

Applicant Type

Please state whether you are applying for a premises licence as:	an individual or individuals
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Applicant Type

Please confirm one of the following	I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
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Applicants

Individual Applicant 1.0 Details	
Applicant title	Miss
Applicant first name	Lisa Anne
Applicant last name	Matthews

Other Applicants

Operating Schedule

Operating Schedule	
When do you want the premises licence to start?	2026-04-01

Description of Premises

Operating Schedule	
Describe the premises	<p>The type of premises is a camping and caravan park. Situated at the junction of Lodge Lane and New Lane. A Secluded location, with no properties directly adjacent.</p> <p>The Layout, where the alcohol will be sold is near the entrance of the park in the main shop and the coffee shop situated opposite the main reception/shop. There is the shower blocks, car park and recycling, is in the same area. The camping fields are situated behind hedges away from the reception and coffee shop. There is only 1 entrance and exit, which is locked at 11pm at night and is covered by 24hour CCTV. which also covers all areas that alcohol sales will take place. The rest of the site is secure, with no footpaths or entry around the rest of the site. We also have 24 hour staff cover onsite. The recycling is also situated in the main reception area so any waste is disposed of appropriately, Toilets are available for use of staff and guests. Fire procedure's are in place and the meeting point is situated in the car park and all signage is in place and adheres to current legislation. The sale of alcohol is purely for guests staying on site.</p>

Activities Guidance

Which types of licensable activity will you be provisioning?	Supply of alcohol
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Activities

Activity #1.0	
Supply of Alcohol	
Type of Activity	Supply of Alcohol
ActivityVerb	supply of alcohol
Please indicate standard days of Supply of Alcohol	Monday,Tuesday,Wednesday, Thursday,Friday,Saturday, Sunday
Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	12:00
Monday to	23:00
Tuesday	
Tuesday from	12:00
Tuesday to	23:00
Wednesday	
Wednesday from	12:00

Wednesday to	23:00
Thursday	
Thursday from	12:00
Thursday to	23:00
Friday	
Friday from	12:00
Friday to	23:00
Saturday	
Saturday from	12:00
Saturday to	23:00
Sunday	
Sunday from	12:00
Sunday to	23:00
Where will the supplied alcohol be consumed?	On the premises
State any seasonal variations	N/A
Non standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed above, please list	N/A

Activity #2.0

Hours premises is open to the public	
Type of Activity	Hours premises is open to the public
Please indicate standard days of Hours premises is open to the public	Monday,Tuesday,Wednesday,Thursday,Friday,Saturday,Sunday
Please indicate the standard days and timings. Provide times using the 24 hour clock.	
Monday	
Monday from	12:00
Monday to	23:00
Tuesday	
Tuesday from	12:00
Tuesday to	23:00
Wednesday	
Wednesday from	12:00
Wednesday to	23:00
Thursday	
Thursday from	12:00
Thursday to	23:00
Friday	
Friday from	12:00
Friday to	23:00
Saturday	
Saturday from	12:00
Saturday to	23:00
Sunday	

Sunday from	12:00
Sunday to	23:00
State any seasonal variations	N/A
Non standard timings. Where the club intends to use the premises for the at different times from those listed above, please list	N/A

Premises Supervisor

Premises Supervisor	
First name	Lisa Anne
Last name	Anderson

Adult Entertainment

Adult Entertainment	
Please highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.	N/A

Objectives

Licensing Objectives	
Please list here steps you will take to promote all four licensing objectives together.	We are a charity, campsite, who have been in Hassocks for almost 20 years. We have never had any public disturbances or problems from our guests. We would like to enhance our campers experience and add to their stay. We have recently welcomed a mobile coffee truck to the site. which has been very successful and the guests love it. Lisa the owner of the coffee truck, organized a cocktail evening on the August bank Holiday 2025 with a TENS license, which proved to be a great success, with no issues arising hence we would like to build on this. Lisa has been a licensee since 2017 and has run numerous mobile bar events for weddings etc. She is our proposed DPS for the site and will operate a strict challenge 25 policy. Lisa also holds her own public liability insurance for the provision of mobile bars. The coffee truck Lisa currently operates on site has a food hygiene rating of level 5 with the local Authority and this where bar sales will take place from. We have disabled guest visiting us, who are not always able to get out to socialize, this provision will provide a great opportunity for them to socialize with other guests within a safe and secure environment, as it promotes a general meeting place within the site. We have all our health and safety policies in place, including fire regulations, safeguarding and public liability insurance. We have all facilities in place such as recycling receptacles, toilets, 24 hour CCTV and 24 hour Staff presence. We also have a first aider, defibrillator , accident book, all staff are trained in the use of these. We are not applying for any music or event licenses which could disturb residence in the local vicinity and only intend the sale of alcohol to be for the guests staying on the campsite.
The prevention of crime and disorder	24 hour CCTV & 1 entry point to the site, which is locked at 11pm; 24 hour staff presence on premises. All staff trained by DPS. No sales to intoxicated persons. Challenge 25 in place. Waste receptacles in situ. Toilet facilities available. Sales are for guest on site only.
Public safety	CCTV cover 24 hours. Challenge 25 policy in place. No sales to intoxicated persons. Provision of alcohol is for guests only. Staff present 24 hours. All waste and recycling dealt with onsite. Drinks served in plastic glasses, with bins available for bottles and cans. Fire safety policy in place. Toilet facilities on site. First aider onsite. Defibrillator on site. Accident book onsite. The proposed venue

	for bar sales is the coffee truck in situ near the entrance of the campsite, this business currently holds a level 5 food hygiene rating with the local Authority and holds its own public liability insurance for the sale and provision of food, drink and alcohol to the value of £10,000,000.
The prevention of public nuisance	No entertainment, including live music. We are fairly secluded with no properties directly adjacent. Provision is for guest on site only, not general members of the public. No people leaving site intoxicated late at night. Waste and recycling bins on site, so no rubbish taken off site. Noise policy already in place (no noise after 11pm). No sales to intoxicated persons.
The protection of children from harm	No children are permitted on the premises without a responsible /supervising adult. A strict challenge 25 policy in place (no sale of alcohol to under 18s, no sale of alcohol to anyone who looks under the a. All stall will receive training from the DPS which will be refreshed and recorded annually or as and when required.

Right to Work

Right To Work	
Please provide your Share Code issued by the Home Office online right to work checking service	N/A
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	Yes
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	Yes

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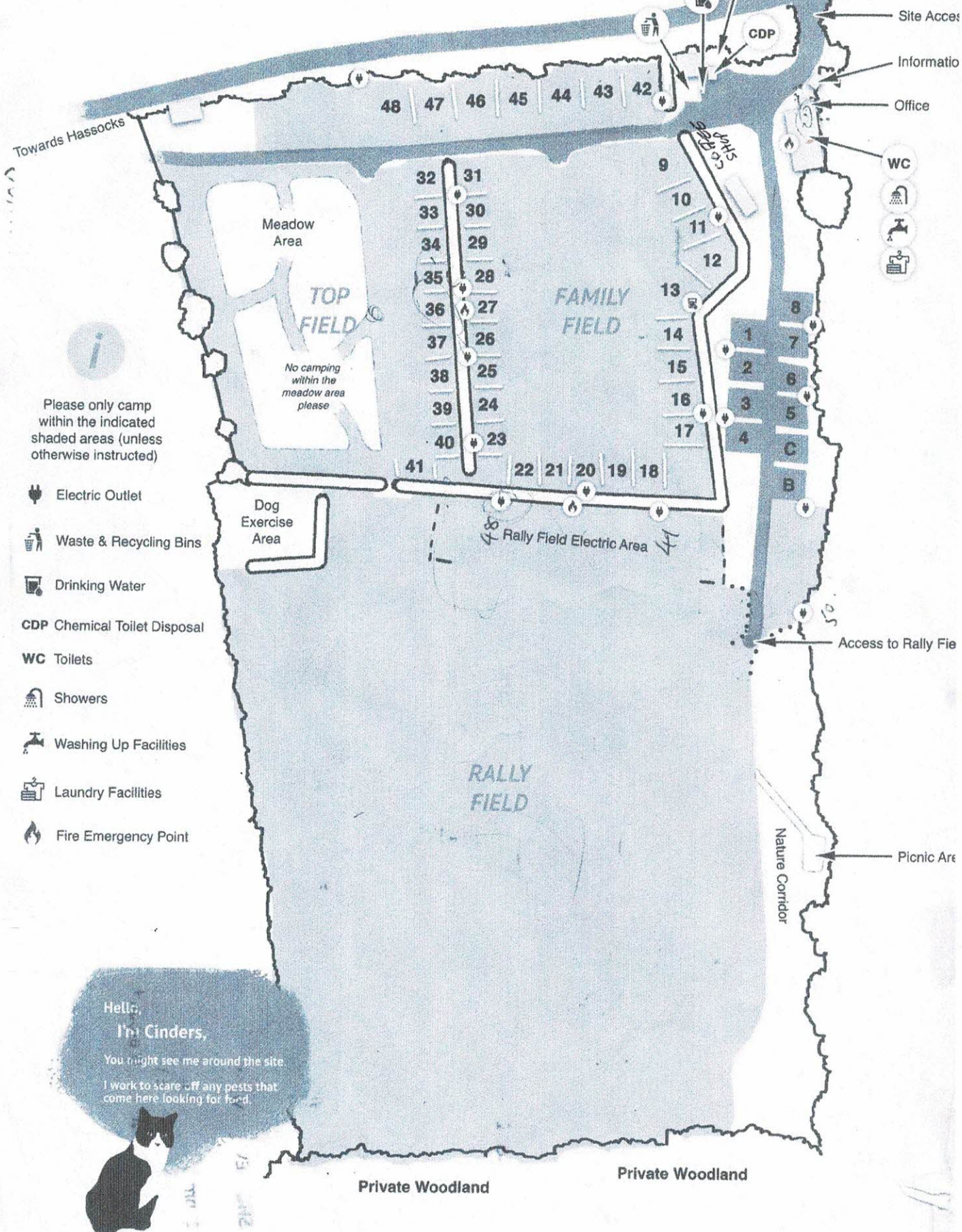
Southdown Way Caravan and Camping

4/

Towards Brig & The Dove

Meeting Point

Towards Hassocks



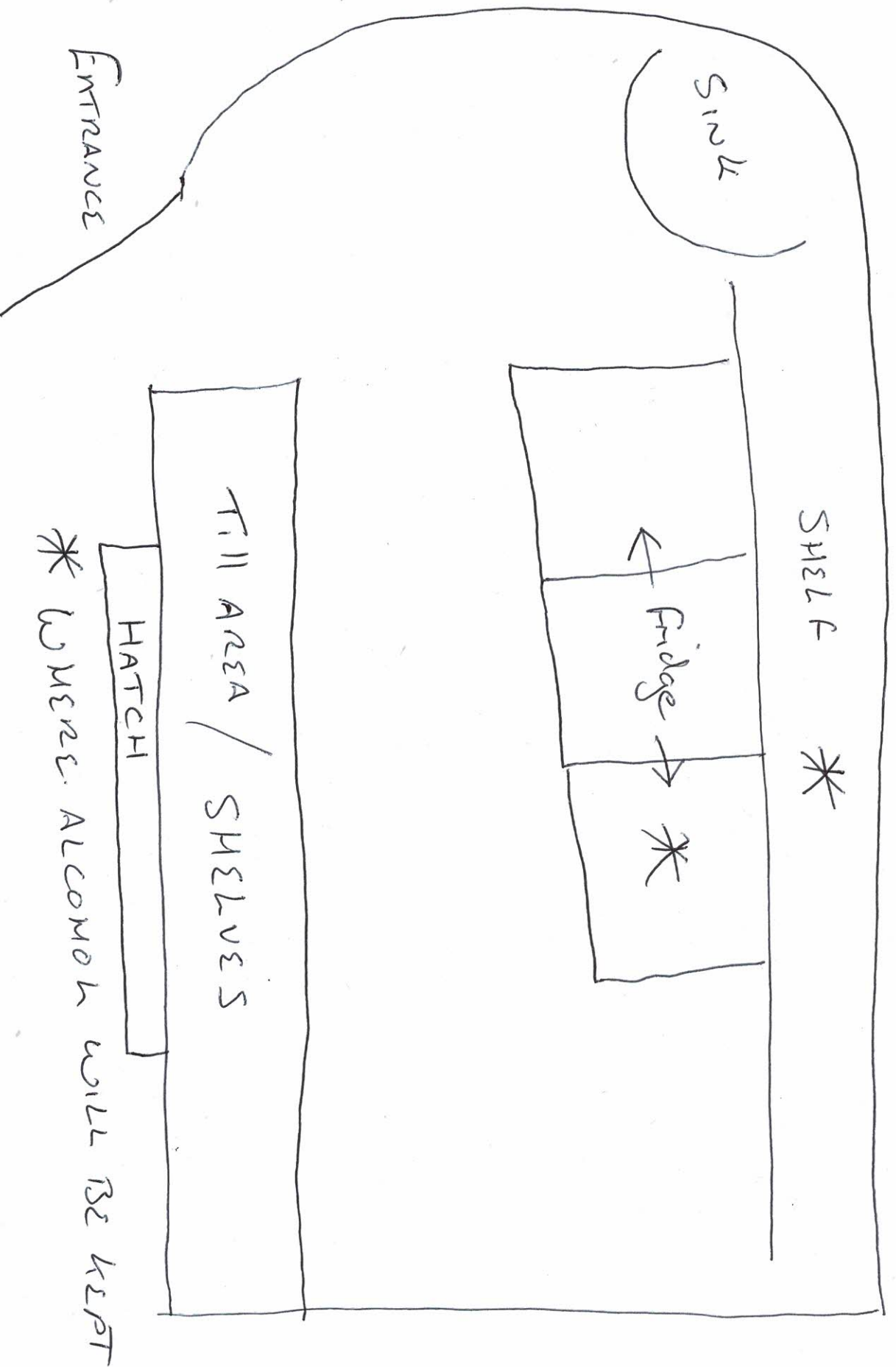
Hello,
I'm Cinders,

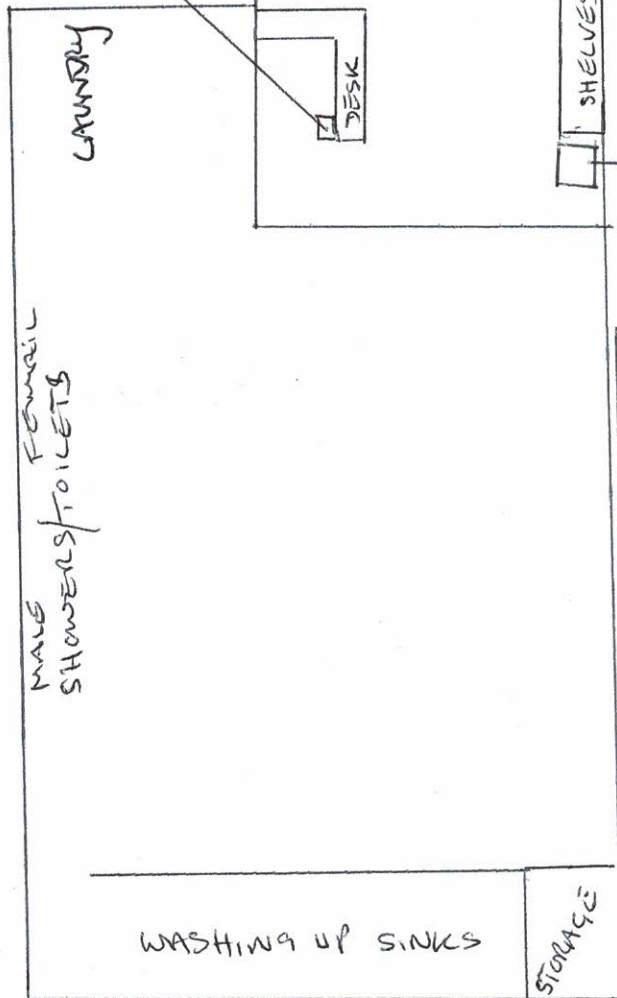
You might see me around the site.

I work to scare off any pests that
come here looking for food.



COFFEE TRUCK





ENTRANCE

INFORMATION HUT

FREEZER

SHelves TO DISPLAY ALCOHOL + OTHER GOODS

SHORE/RECEPTION

SHelves

DRINKS CABINET

ALCOHOL STORAGE

WOODEN LOCKED CABINET BEHIND BUILDING

CHAIN TO PREVENT PEOPLE GOING BEHIND OFFICE BLOCK

KEEP OUT

HEDGE