

**PUBLIC NOTICE**  
**Licensing Application**  
**Licensing Act 2003**

An application has been made by **Highley Manor Venue Ltd** to the Licensing Authority for the Mid Sussex District for the variation of a Premises Licence for **Highley Manor, Crawley Lane, Balcombe, West Sussex, RH17 6LA**.

The variation application includes proposals to:

- i. **Amend the existing premises licence plan to include the bar, reception and outside ceremony areas.**
- ii. **Amend the times for the provision of live music to  
11:00 – 00:00 hours Sunday to Thursday;  
11:00 – 01:00 hours Friday- Saturday**
- iii. **Amend the times for the provision of recorded music to  
08:00 – 00:00 hours Sunday to Thursday;  
08:00 – 01:00 hours Friday- Saturday**
- iv. **Amend the times for the provision of Late Night Refreshment to 23:00 – 00:00 hours Sunday to Thursday;  
23:00 – 01:00 hours Friday- Saturday**
- v. **Permit the sale of alcohol to hotel residents only 24hrs each day and Late Night Refreshment to hotel residents only  
23:00-05:00 hours**

The application may be viewed at the Main Reception, Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath, West Sussex, RH16 1SS, during normal office hours and online at [www.midsussex.gov.uk](http://www.midsussex.gov.uk) - search for 'Licensing Applications received'. Responsible Authorities or other persons may make representation on or before **13<sup>th</sup> October 2023**.

All representations shall be made in writing to The Licensing Officer at Mid Sussex District Council.

**It is an offence knowingly or recklessly to make a false statement in connection with an application, the maximum fine for which a person is liable is £5,000, on summary conviction for the offence.**