LICENSING ACT 2003:
CONTACT DETAILS FOR RESPONSIBLE AUTHORITIES

Note: You must serve a complete copy of your application to all relevant authorities below. You may also wish to seek their expert opinion on your application PRIOR to submission.

RESPONSIBLE AUTHORITY:	ADDRESS:
Chief Officer of Police ☏ **(Tel: 01473 613500)** **(Note: Stowmarket Police Station is the correct station to serve for all Babergh applications).**	**Suffolk Constabulary** Attn: The Licensing Officer Stowmarket Police Station, Violet Hill Road STOWMARKET Suffolk IP14 1NJ
Chief Fire Officer ☏ **(Tel: 01473 260588)**	**Suffolk Fire & Rescue Service** Fire Service Headquarters Endeavour House, 8 Russell Road IPSWICH Suffolk IP1 2BX
Health & Safety Executive (*You only need to send a copy to the HSE where event is run by the council or is held on council owned property or land).* ☏ **(Tel: 0845 345 0055)**	**Health & Safety Executive** Wren House, Hedgerows Business Park Colchester Road CHELMSFORD Essex CM2 5PF
The Local Authority exercising statutory functions to minimise, or preventing risk of harm to human health. *(If you have served a copy on HSE you do not need to serve a copy on this responsible authority).* ☏ **(Tel: 01473 822801)**	**Environmental Services Division (Health & Safety)** Babergh District Council Corks Lane, Hadleigh IPSWICH Suffolk IP7 6SJ
The Local Authority exercising Statutory functions to minimise or prevent risk of pollution of the environment. ☏ **(Tel: 01473 822801)**	**Environmental Services Division (Environmental Health)** Babergh District Council Corks Lane, Hadleigh IPSWICH Suffolk IP7 6SJ
Planning Authority ☏ **(Tel: 01473 825858)**	**Planning Control Division** Babergh District Council Corks Lane, Hadleigh IPSWICH Suffolk IP7 6SJ
Area Child Protection Committee (Body responsible for protection of children from harm). *This body has delegated its function to Suffolk Constabulary – you need only send one copy of your application form to **Suffolk Constabulary**.* ☏ **(Tel: 01473 613500)**	**Suffolk Constabulary** have assumed responsibility for this role, hence you need send only ONE copy of your application to the Chief Officer of Police details shown above.
Suffolk Trading Standards (Inspectors of weights and measures) ☏ **(Tel: 01473 584368)**	**Suffolk Trading Standards** Attn: Administration Manager Trading Standards (4th Floor) Endeavour House, 8 Russell Road IPSWICH IP1 2BX
Maritime and Coastguard Agency (With regards to a vessel) ☏ **(Tel: 01255 675518)**	**Harwich Marine Office** MCA Thames, East Terrace WALTON-ON-THE-NAZE Essex CO14 8PY

The Licensing Authority details are:

BABERGH DISTRICT COUNCIL (THE LICENSING AUTHORITY)
LICENSING SECTION, NATURAL & BUILT ENVIRONMENT DIVISION
CORKS LANE, HADLEIGH
IPSWICH, SUFFOLK IP7 6SJ ☏ **(Tel: 01473 825719 or 826664)**
e-mail: licensingsection@babergh.gov.uk

BABERGH DISTRICT COUNCIL SOUTH SUFFOLK