

## LICENSING ACT 2003

### RESPONSIBLE AUTHORITIES

The original application with all attached documentation and the required fee must be sent to:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
**(Relevant Main Office Address – See List Below)**

A copy of the complete application must also be sent to:

1. The Licensing Officer  
Wiltshire Police  
Trowbridge Police Station  
Polebarn Road  
Trowbridge  
Wiltshire  
BA14 7EP

2. Wiltshire Council  
Public Protection Services  
Pollution Team  
**(Relevant Main Office Address – See List Below)**

3. Wiltshire Council  
Public Protection Services  
Health and Safety Team  
**(Relevant Main Office Address – See List Below)**

4. Wiltshire Council  
Planning Department  
**(Relevant Main Office Address – See List Below)**

5. **Chippenham, Trowbridge, Salisbury Areas**

Wiltshire Fire & Rescue Service  
Fire Safety Department  
Fire Station  
Hilperton Road  
Trowbridge  
Wiltshire  
BA14 7JB

**Devizes Area**

The Fire Safety Department  
Wiltshire & Swindon Fire Authority  
Salisbury Fire Station  
Ashley Road  
Salisbury  
Wiltshire

6. Wiltshire Council  
Public Protection Services  
Trading Standards Department  
The Chestnuts  
Bythesea Road  
Trowbridge  
Wiltshire BA14 8JD

7. Wiltshire Council  
Child Protection (Room 270)  
Children & Education  
Wiltshire Council  
Trowbridge  
Wiltshire  
BA14 8JB

For vessels only

A copy of the complete application must be sent to:

General Manager  
South West Waterways  
British Waterways  
Harbour House  
West Quay  
The Docks  
Gloucester  
GL1 2LG

Maritime & Coastguard Agency  
Southampton Marine Office  
Spring Place  
105 Commercial Road  
Southampton  
SO15 1EG

**NOTE:** If the premises is one for which the Health and Safety Executive (HSE) is responsible for enforcing the HASAWA, (these will include schools and other Local Authority premises, Government property, factories and underground stores), copies must be sent to the following:

1. The Services Group  
Health and Safety Executive  
The Pithay  
Bristol  
BS1 2ND  
Email: keith.derrick@hse.gsi.gov.uk

Wiltshire Council has four main offices where correspondence can be sent. Please use the Office covering the area in which the premises are situated. Contact details are as follows:

- Chippenham:**            **Wiltshire Council, Monkton Park, Chippenham, Wiltshire, SN15 1ER**  
*(This office deals with all applications relating to Chippenham, Calne, Corsham and Wootton Bassett as well as the rest of the old North Wiltshire District Council Area)*
- Devizes:**                **Wiltshire Council, Browfort, Bath Road, Devizes, Wiltshire, SN10 2AT**  
*(This office deals with all applications relating to Devizes, Pewsey, Marlborough and Tidworth as well as the rest of the old Kennet District Council Area)*
- Salisbury:**              **Wiltshire Council, 27/29 Milford Street, Salisbury, SP1 2AP**  
*(This office deals with all applications relating to Salisbury, Amesbury, Downton, Mere, Hindon and Tishead as well as the rest of the old Salisbury District Council Area)*
- Trowbridge:**            **Wiltshire Council, Bradley Road, Trowbridge, Wiltshire, BA14 0RD**  
*(This office deals with Trowbridge, Bradford-on-Avon, Melksham, Warminster and Westbury as well as the rest of the old West Wiltshire District Council area)*

**Applications can be sent to any of the above addresses, but it will speed processing if they are sent directly to the office covering the area in which the premises is situated.**