



Notice of Attendance

(Reg.8 Licensing Act 2003 (Hearings) Regulations 2005)

Date/Time of Hearing: Monday 7th September 2026 at 10:30am

Applicant: Andrew Tandy – Trading Standards

Premises: Clayton Off Licence, 8 Hales Street, Coventry, CV1 1JD

Please complete this form (* delete as appropriate) and return along with any papers referred to in section 6 below. Please send by email to the officer dealing, or to the Licensing Team, Coventry City Council, PO Box 7097, Coventry, CV6 9SL.

Or e-mail: licensing@coventry.gov.uk

1. Please print your name ...Lesley Meade.....
2. I would like this matter to be decided *with/without a hearing
3. I will not be present at the hearing
4. I will represented at the hearing. Give the name and address of your representative:
...PhilipHorton.....
.....
.....
.....
5. I *do/do not want permission for a witness to address the hearing in support of my case.
If so, please provide the following information:
 - a) the name and address of each witness
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 - b) the points to be raised by each witness
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**Julie Newman, Chief Legal Officer,
Monitoring Officer and City Solicitor**

6. I *do/do not want the hearing to consider further documents in addition to my application/representation. If so, list the documents and the points to which they relate in the space below:

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Any documents not listed here may only be allowed with all the other parties' consent.

Signed Date.....

Note:

Representations can only be made in relation to the four licensing objectives as detailed in Coventry City Council's Statement of Licensing Policy attached.

Failure to return this form by the date indicated may result in you losing your right to take part in the hearing.

***Julie Newman, Chief Legal Officer,
Monitoring Officer and City Solicitor***