



DRAFT APPLICATION FORM AND NOTES – SECULAR PREMISES

APPLICATION FORM FOR PREMISES TO BE APPROVED AS A VENUE FOR MARRIAGES IN PURSUANCE OF SECTION 26(1)(bb) OF THE MARRIAGE ACT 1949 AND CIVIL PARTNERSHIPS IN PURSUANCE OF SECTION 6(3A)(a) OF THE CIVIL PARTNERSHIP ACT 2004.

This application must be made by the proprietor or a trustee of the premises. If successful, the applicant will be the holder of the approval. When completed, it should be forwarded to the Proper Officer for Registration Matters at DALMEATON BOROUGH COUNCIL TOWN HALL, DALMEATON together with the appropriate fee payable to 21700.00 (TO BE INVOICED) 2150T

1.  I apply[applies] for the premises named at item 2 overleaf to be approved for the solemnization of marriages and the registration of civil partnerships.
2. I attach 3 copies of a plan of the premises showing all the room(s) in which it is intended that marriages or civil partnerships will take place.
3. I understand that-
  - a) the premises will be inspected for suitability before approval is granted and, if this application is successful, may be subject to subsequent inspection;
  - b) public notice of the application will be given by advertisement in a newspaper with a period of three weeks for objections; and/or the notice will appear on the authority's website for the same period and that the authority may also decide to publish it in other ways if it considers it necessary to do so;
  - c) approval, if granted, will be for a period determined by the authority and will be subject to revocation. It will be for no less than three years; and
  - d) the authority will need to be satisfied that appropriate health and safety provision and fire safety is in place.
4. I declare that-
  - a) I have read and understood the information contained in this form and Annexes {A and C to this guidance};
  - b) the premises are not religious premises;
  - c) the premises are not a register office (or, where a register office is situated in the premises that is not the room that is the subject of this application); and
  - d) I have consulted the planning authority as to whether planning consent is required and attach evidence that it is content that the premises may be used for marriages and civil partnerships.
5. I further declare that, if approval is granted-
  - a) subject to any exemptions in the Equality Act 2010 (see paragraphs 2.7 -2.11 of this guidance) the premises will be regularly available for public use for the solemnization of marriages and the registration of civil partnerships; and



b) I will comply with both the standard conditions {Annex C of this guidance} and any further conditions that the authority considers reasonable<sup>3</sup> that are attached to the approval.

|   |  |
|---|--|
| 1. Full names and private addresses of applicant. If the application is made by a limited company (or other incorporated business) please give the address of the registered office and where different state also the main trading address of the company. | WALWORTH CASTLE HOTEL<br>WALWORTH<br>DARLINGTON DL2 2LY.<br>Name of Applicant: |
| 2. Name, postal address and telephone number of the premises which are the subject of this application.   | WALWORTH CASTLE HOTEL<br>WALWORTH<br>DARLINGTON DL2 2LY<br>TEL: 01323 485 470  |
| 3. Please describe the nature of the premises referred to in question 2 (e.g. hotel, stately home, civic accommodation) and the primary and other uses to which they are regularly put.   | HOTEL  |
| 4. Is the person or company named in reply to question 1 the occupier of the premises?  | YES  |
| 5. If the answer to question 4 is 'No' and there is another occupier, please give their name(s) and address(es)   | —  |
| 6. Please state here the maximum number of people permitted by the premises' fire risk assessment to occupy each room in which the proceedings are intended to be held.   | AS PER ATTACHED SCHEDULE.  |
| 7. Do the premises currently have the benefit of any licence issued under the Licensing Act 2003 which may be relevant to this application (for the provision of regulated entertainment)? <u>If so please attach a copy.</u>                               | YES.   |

Signature of applicant:

*Madin*

Date:

02/10/19

Interest in the premises:

Director.

If applying on behalf of a company or other incorporated business please state position in company

Address for correspondence, contact telephone number and email address: AS ABOVE

NOTES ON THE REQUIREMENTS FOR AN APPROVAL TO BE GRANTED {An authority may choose to include this with any application form}

<sup>3</sup> An authority may attach such further conditions to an approval as it considers reasonable in order to ensure that the facilities provided at the premises are suitable and that proceedings on the premises do not give rise to a nuisance of any kind.

The requirements for approved premises are established by the Marriage and Civil Partnerships (Approved Premises) Regulations 2005 and Amendment Regulations 2011 (referred to in these notes as the Regulations). It is these that the authority must apply when considering an application for approval.

The non-returnable fee for this application is £ <sup>21700.00</sup> and must be submitted with the application to the proper officer for Registration Matters at ~~DARLINGTON BOROUGH COUNCIL~~ - AS PER INVOICE.

The application must be made by the proprietor or trustee of the premises. When made on behalf of a limited company, or other incorporated business there should be a separate statement of the names and addresses of all the directors.

The premises must fulfil the following standard requirements in the Regulations:

1. Having regard to their primary use, situation, construction and state of repair, the premises must, in the opinion of the authority, be a seemly and dignified venue for the proceedings.
2. Subject to any exemptions in the Equality Act 2010 (see paragraphs 2.7 -2.11 of this guidance), the premises must be regularly available to the public for use for the solemnization of marriages and the registration (formation) of civil partnerships.
3. The premises must have the benefit of such fire precautions as may reasonably be required by the authority, having consulted with the fire and rescue authority, and such other reasonable provision for the health and safety of persons employed in or visiting the premises as the authority considers appropriate.
4. The premises must not be a register office, but this paragraph does not apply to premises in which a register office is situated provided that the room which is subject to approval is not the same room as the room which is the register office.
5. The room or rooms in which the proceedings (marriage or civil partnership) will be held if approval is granted must be identifiable by description as a distinct part of the premises.

***The premises must also fulfil the authority's following requirements:***

In considering the suitability of premises as a venue, the authority will have due regard to the following guidance from the Registrar General:

1. The law relating to "approved premises" is intended to allow proceedings to take place regularly in hotels, stately homes, civic halls, religious premises and similar premises without compromising the solemnity of the occasion.
2. Premises are defined in the Regulations as a permanently immovable structure comprising at least a room, or any boat or other vessel which is permanently moored. Premises not within the meaning of this definition, such as the open air, a tent, marquee or any other temporary structure and most forms of transport, will not be eligible for approval.
3. The premises must be a seemly and dignified venue for the proceedings, which must take place in an identifiable and distinct part of those premises. The primary use of a building would render it unsuitable if that use would demean any proceedings or bring them into disrepute.
4. The premises must not be any part of a register office on the plan submitted by the authority and approved by the Registrar General under the Registration Service Act 1953. Any rooms in the same premises as the register office that aren't on this plan, e.g. a council chamber in the same town

hall, can be approved but a room in a register office cannot be approved. However, an authority can set its fee for attending a marriage or civil partnership on approved premises at the same level as the prescribed fee for a marriage or civil partnership in a register office.

5. The requirement that the premises must be regularly available for use by the public will preclude a private house from being approved.



### Approved Venues – Licensed Rooms and Capacities

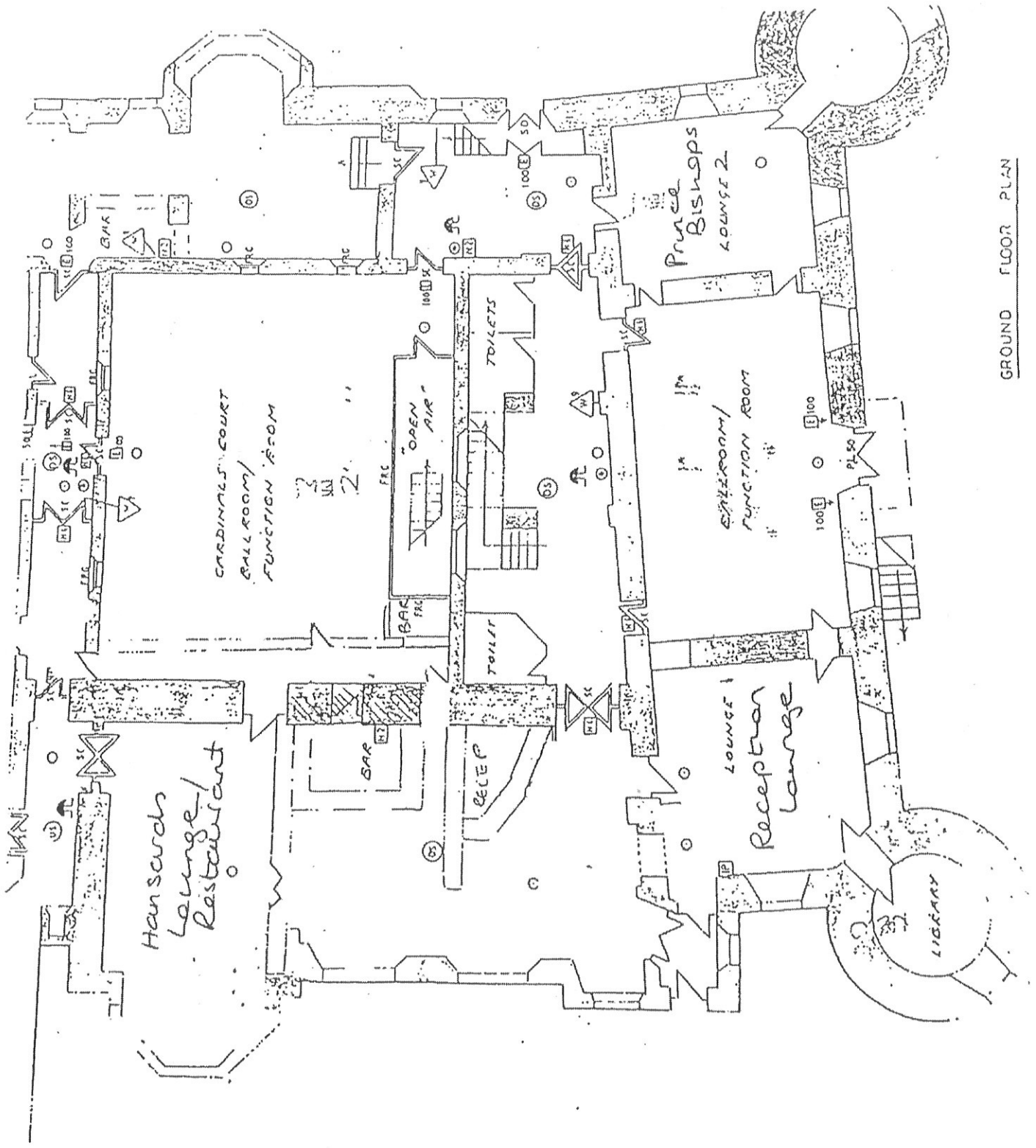
(as agreed by the granting Licensing Committee and a condition of a valid licence)

Venue: **Walworth Castle, Walworth, Darlington**

Current Licence Expires: **08.01.2020**

| Room                           | Maximum Capacity                          |
|--------------------------------|---|
| Reception Lounge               | 40  |
| Ballroom Lounge/Breakfast Room | 40  |
| Ballroom                       | 100                                       |
| Cardinals Court                | 120                                       |
| Hansards Restaurant            | 80  |
| King James Suite               | 80  |
| Library Tower                  | 10  |
| Prince Bishops Room            | 45  |
| Dungeon                        | 50  |
| Lady Palmer's Pavilion         | 6 (outside of the structure is unlimited) |

*no further changes.*



GROUND FLOOR PLAN



LOCAL GOVERNMENT  
(MISCELLANEOUS PROVISIONS)  
ACT 1982

**PUBLIC MUSICAL  
ENTERTAINMENT LICENCE**

REFERENCE NUMBER :05/00412/PEL

**Mr Surinder Singh, Mrs Rachel Swain,  
Mr Chris Swain**

Is licensed by Darlington Borough Council to keep the premises known as

**Walworth Castle Hotel  
Darlington  
DL2 2LY**

The Licence is subject to the relevant conditions contained in the Council's Regulations and Conditions relating to Cinemas, Theatres and Other Public Entertainment made by the Council on 21st June 2000. Specific conditions are as follows:

**HOURS**

1. Public Music or Dancing may be provided on:

Every Day between 12:00:00 and 02:00:00

**MAXIMUM NUMBERS**

2. The maximum number of persons allowed to be present in the following room shall not exceed :-

100 persons at the Ballroom  
120 persons at the Cardinals Court  
100 persons at the Hansards  
80 persons at the King James

**STEWARDS**

3. The Licensee does not require to be assisted by any stewards, but any person who is employed to keep order must be registered in accordance with the Council's Registration Scheme and Attendants.

  
.....  
ASSISTANT DIRECTOR PUBLIC PROTECTION

(Note: Detailed conditions are listed overleaf)

Licensed on behalf of Darlington Borough Council by the Assistant Director Public Protection

11 Houndgate, Darlington, DL1 5RF

Telephone: (01325) 388577 Fax: (01325) 388555

In case of enquiry or complaint contact the above Department.

**Director : John Buxton**



INVESTOR IN PEOPLE

## Anthony Hall

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**From:** Rachel Swain <rachel@walworthcastle.co.uk>  
**Sent:** 08 October 2019 16:50  
**To:** Anthony Hall  
**Subject:** Fwd: FW: Renewal of license application

----- Forwarded message -----

**From:** Lisa Hutchinson <[Lisa.Hutchinson@darlington.gov.uk](mailto:Lisa.Hutchinson@darlington.gov.uk)>  
**Date:** Tue, 8 Oct 2019 at 16:28  
**Subject:** FW: Renewal of license application  
**To:** [rachel@walworthcastle.co.uk](mailto:rachel@walworthcastle.co.uk) <[rachel@walworthcastle.co.uk](mailto:rachel@walworthcastle.co.uk)>

This document was classified as: OFFICIAL

Hello Rachel

Further to your e-mail of 4 October I can confirm that the continued use of the premises for marriages and civil partnerships does not give rise to any planning issues.

Regards

**Lisa Hutchinson**

**Principal Planning Officer – Development Management**

Economic Growth and Neighbourhood Services

Darlington Borough Council

Room 401, Town Hall  
Darlington DL1 5QT

01325 406487

[lisa.hutchinson@darlington.gov.uk](mailto:lisa.hutchinson@darlington.gov.uk)



**From:** Denise Carr <[Denise.Carr@darlington.gov.uk](mailto:Denise.Carr@darlington.gov.uk)> **On Behalf Of** Planning Enquiries  
**Sent:** 04 October 2019 14:43  
**To:** Lisa Hutchinson <[Lisa.Hutchinson@darlington.gov.uk](mailto:Lisa.Hutchinson@darlington.gov.uk)>  
**Subject:** FW: Renewal of license application

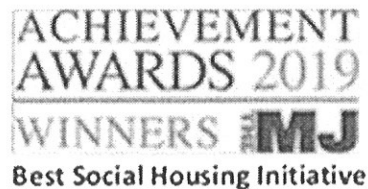
This document was classified as: OFFICIAL

Hi Lisa

Another one ?

Kind Regards

**Denise Carr**  
**Planning Support Officer**  
Darlington Borough Council, Town Hall,  
Darlington DL1 5QT (Room No. 401)  
Direct Line : (01325) 406742 Ext : 6742  
Email: [denise.carr@darlington.gov.uk](mailto:denise.carr@darlington.gov.uk)  
[www.darlington.gov.uk](http://www.darlington.gov.uk)



**From:** Rachel Swain <[rachel@walworthcastle.co.uk](mailto:rachel@walworthcastle.co.uk)>  
**Sent:** 04 October 2019 13:48  
**To:** Planning Enquiries <[PlanningEnquiriesD@darlington.gov.uk](mailto:PlanningEnquiriesD@darlington.gov.uk)>  
**Subject:** Renewal of license application

Hi,

I am applying for the renewal of the license as an approved premises for marriages and civil partnerships. I have been advised to contact you for you to confirm whether there are any planning issues which would adversely affect my application. I will be submitting your reply with my application.

Kind regards

Rachel

Rachel Swain  
Director  
Walworth Castle Hotel

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DISCLAIMER

1. Any opinions or statements expressed in this e mail are those of the individual and not necessarily those of Darlington Borough Council.
2. This e mail and any files transmitted with it are confidential and solely for the use of the intended recipient. If you receive this in error, please do not disclose any information to anyone and notify the sender at the above address.
3. Darlington Borough Council's computer systems and communications may be monitored to ensure effective operation of the system and for other lawful purposes.
4. Although we have endeavoured to ensure that this e mail and any attachments are free from any virus we would advise you to take any necessary steps to ensure that they are actually virus free.

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Kind regards

Rachel

Rachel Swain  
Director  
Walworth Castle Hotel

ADVERT ON WEBSITE



**SECTION 26(1)(bb) of the MARRIAGE ACT 1949 (AS AMENDED) and the MARRIAGE (SAME SEX COUPLES) ACT 2013 and CIVIL PARTNERSHIPS under SECTION 6(3A)(A) OF THE CIVIL PARTNERSHIP ACT 2004.**

**THE MARRIAGES (APPROVED PREMISES) REGULATIONS 1995, REG.4 AND CIVIL PARTNERSHIP ACT 2004**

**NOTICE OF APPLICATION FOR RENEWAL OF APPROVAL OF PREMISES FOR CIVIL MARRIAGES AND CIVIL PARTNERSHIPS.**

Darlington Borough Council being the authority for the purposes of the Marriages (Approved Premises) Regulations 1995 and Civil Partnerships Act 2004, **HEREBY GIVE NOTICE** that applications have been received for renewal of approval of premises for the solemnization of Marriages and Civil Partnerships in pursuance of Section 26(1)(bb) of the Marriage Act 1949, the Marriage (Same Sex Couples) Act 2013 and section 6(3a)(a) of the Civil Partnership Act 2004. The applications have been made by premises known as and situated at :

- 1) Walworth Castle Hotel, Walworth, Darlington DL2 2LY
- 2) Hall Garth Hotel and Country Club, Coatham Mundeville, Darlington DL1 3LU

Any person may give notice in writing of an objection to the grant of approval of such an application, with reasons for the objection, by Friday, 1<sup>st</sup> November, 2019. Such notice of objection should be made to the Mr Anthony Ian Hall, Superintendent Registrar, The Register Office, Town Hall, Feethams, Darlington, DL1 5QT

Date: 3<sup>rd</sup> October, 2019

Anthony Ian Hall, Superintendent Registrar.



