

**Group Manager Eastern**  
Friars Lane  
GREAT YARMOUTH  
NR30 2RP

North Norfolk District Council  
Council Offices  
Holt Road  
Cromer  
Norfolk  
NR27 9EN

Please ask for: Sarah Palmer  
Direct Dial: 0300 1231254  
Email: sarah.palmer@norfolk.gov.uk  
My Ref: 00008904

16 October 2023

Dear Sir

**The Regulatory Reform (Fire Safety) Order 2005**  
**With reference to – Licensing Act 2003**  
**Premises: Maltings Hotel, The Street, Weybourne, NR25 7SY**

I acknowledge receipt of the application for the above premises.

As these premises fall within the scope of the Regulatory Reform (Fire Safety) Order 2005, I would like to draw your attention to the following guidance documents:

**Small and Medium Places of Assembly:** This guide is for all employers, managers, occupiers, and owners of small (accommodating up to 60 people) and medium (accommodating up to 300 people) places of assembly including: Public houses; Clubs; Village halls; Community centres; Libraries; Marquees; Churches; and other places of worship or study. ISBN 13: 978 1 85112 820 4

**Sleeping accommodation:** This guide is for all employers and managers, it tells you about how you might comply with fire safety law, helps you to carry out a fire risk assessment and identified in general fire precautions you need to have in place.

These publications are available to download from;

<https://www.norfolk.gov.uk/safety/norfolk-fire-and-rescue-service/safety-in-your-business/business-regulations-fire/fire-safety-risk-assessment-guidance>

It is necessary where material alterations are proposed to comply with the Building Regulations 2000. In this case an application must be submitted to the Local Building Control Authority or an Approved Inspector.

Should you require any further assistance please do not hesitate to contact me on the number shown above.

Yours faithfully



**Sarah Palmer**  
**Fire Safety Officer**