



Public Health

Swindon Borough Council
Wat Tyler House
Beckhampton Street
Swindon, SN1 2JG

Mrs Hannah Dosanjh
Ellendune Community Centre
Barrett Way
Wroughton
SN4 9LW

Telephone: 01793 445500
Email licensing@swindon.gov.uk
Our ref: 26/2258/LATENS
17th September 2026

Dear Sir/Madam,

**Re: Licensing Act 2003 - Temporary Event Notice - Ellendune Community Centre,
Barrett Way, Wroughton, Swindon, SN4 9LW**

Thank you for submitting your recent Temporary Event Notice (TEN) application. This letter serves as acknowledgement of receipt of your application. Please ensure that you retain a copy of the TEN for your records.

You must either:

- i) ensure that the enclosed TEN is prominently displayed at the premises; or
- ii) ensure that the enclosed TEN is kept at the premises in your custody, or in the custody of a person working at the premises whom you have nominated to keep the notice.

If you have nominated a person to keep the notice at the premises, you must ensure that a notice is prominently displayed stating that the TEN is held by the nominated person and specifying their position at the premises.

Should you require any further information or clarification, please contact the Licensing Team by email at licensing@swindon.gov.uk.

It is a requirement of the Regulatory Reform (Fire Safety) Order 2005 that a suitable and sufficient Fire Risk Assessment is completed for all licensed venues and open-air events and that it is recorded. For further guidance on your responsibilities under this legislation, please refer to the Dorset & Wiltshire Fire and Rescue Service website www.dwfire.org.uk or contact the Fire Safety Team on 01722 691717 or businessfiresafety@dwfire.org.uk

Yours sincerely,

Aaron Lawton
Licensing Officer
Swindon Borough Council

TEMPORARY EVENT NOTICE

Licensing Act 2003

(THIS NOTICE MUST BE DISPLAYED IN A PROMINENT POSITION AT THE PREMISES, OR IN THE CUSTODY OF A NOMINATED PERSON WORKING AT THE PREMISES)

Reference Number:	26/2258/LATENS
Standard TEN/Late TEN:	STANDARD

Name, (registered) address of the premises user:	
Mrs Hannah Dosanjh Ellendune Community Centre Barrett Way Wroughton SN4 9LW	
Telephone Number:	07737985428

Postal address of premises, or if none, ordnance survey map reference or description including Post Town, Post Code:
Ellendune Community Centre Barrett Way Wroughton Swindon SN4 9LW

Start Date:	9th October 2026	End Date:	9th October 2026
Start Time:	19:00	Until:	23:00
Event Duration:	1 Day(s)	Capacity:	50

Licensable activities authorised by this notice:
Regulated Entertainment

Where the notice authorises supplies of alcohol whether these are on and / or off supplies:
Alcohol is supplied for consumption on the premises

Annex 1 – Conditions attached by the Licensing Authority