



ALCOHOL POLICY

DOWNING PLACE UNITED REFORMED CHURCH

1 Alcohol may only be consumed on the church premises at Downing Place (including the courtyard and garden) in accordance with these rules. Adherence to these rules is a condition of any licence or contract for use of any part of the premises.

2 Alcohol may never be consumed in the St Columba Chapel.

3 Consumption of alcohol at a church-organised event will only take place when approved by the Elders' Meeting.

4 Hirers and event organisers wishing alcohol to be consumed on a specific occasion when their group is on the premises, or during their event, should apply for permission at least six weeks before the proposed consumption, or seven days before the Elders' Meeting preceding the proposed consumption, whichever date is earlier. Dates of forthcoming Elders' Meetings appear below these rules and later dates can be obtained from the Church Office.

5 The application may be made through the Office or any Church Officer, and will be passed to the Clerk to the Elders' Meeting. Further relevant information may be sought, for example as to the nature of the event, the numbers anticipated, the type of alcohol to be consumed and whether it is to be accompanied by food. Any permission given may be subject to conditions related to this information.

6 In deciding whether permission should be given, the Minister and Elders will consider the potential impact of granting the request on any other building users on site at the time, in particular children, young people and vulnerable adults.

7 Any serving Elder, Church Officer or member of Staff who observes consumption of alcohol on the premises which is not authorised by these rules or which violates a condition imposed under rule 5, may require the consumption to cease and the alcohol supply to be removed from the premises. Persons consuming or serving alcohol who fail to comply with this requirement may themselves be asked to leave forthwith. Event organisers and officers of any hiring organisation will be expected to assist in ensuring immediate compliance, and failure to do so will place them in breach of their hiring conditions. Any such incident will be reported to the next Elders' Meeting.

8 When permission has been given in advance for consumption of alcohol at that event, bottles or cans may only be stored on church premises before that event for the minimum period necessary, with the permission of church Staff and in the location they indicate. Disposal of empty or opened containers, and removal of those unopened, will be the responsibility of event organisers and take place promptly after the event ends.

9 These rules do not apply to:

- a. Communion wine to be used at celebrations of the Lord's Supper;
- b. Alcohol used in authorised cooking taking place in the kitchen;
- c. Staff celebrations on special occasions, approved in advance by the Elder with Responsibility for Staffing Matters, at times when the public are not present;
- d. Alcohol in the Caretaker's Flat.

These rules were adopted by the Elders' Meeting on 15 January 2026