
MEETING

OF THE

DISTRICT LICENSING COMMITTEE

AGENDA

Time: 9.30am
Date: Tuesday 4th August 2026
Venue: Copthorne Hotel & Resort Solway Park
230 High Street
Masterton

MEMBERSHIP

Robyn Cherry-Campbell (Chair)
Campbell Gillam
Brian Deller

Quorum: 3 members

AGENDA

1. Welcome and Introductions

2. Declaration of Conflict of Interest

Members of the committee to confirm whether they have a conflict of interest in relation to the applications.

3. Overview of the Proceedings

The Commissioner will outline the process for the hearing of evidence from the parties.

4. Applications to be Considered

i	Applications by Blaiken Limited, pursuant to section 99 of the Sale and Supply of Alcohol Act 2012 for a new on-licence and new off-licence in respect of a premises situated at 5726 Masterton Castlepoint Road, Masterton.	
	The following papers are provided in relation to the applications	
	Applications	
	Application for a new on-licence by Blaiken Limited	Page 1
	Application for a new off-licence by Blaiken Limited	Page 55
	Reporting Agencies' Reports	
	B Johnson, Chief Licensing Inspector - Not opposed	Page 101
	A Gopalakrishnan, Senior Compliance Officer, Health New Zealand on behalf of Medical Officer of Health – Opposition to new on-licence and new off-licence	Page 157
	A Gopalakrishnan, Senior Compliance Officer, Health New Zealand on behalf of Medical Officer of Health – Withdrawal of opposition	Page 161
	M Leuluai, Alcohol Harm Prevention Office, New Zealand Police – Not opposed	Page 163
	Public Objection	
	B Allen, Fire and Emergency New Zealand - Objection to new on-licence	Page 167
	B Allen, Fire and Emergency New Zealand - Objection to new off-licence	Page 169
	B Allen, Fire and Emergency New Zealand – Withdrawal of objection	Page 171

This information is not to be released to the public or media without the approval of the Masterton District Licensing Committee

Application



On-Licence or Renewal of On-Licence

Sale and Supply of Alcohol Act 2012

To: The Secretary

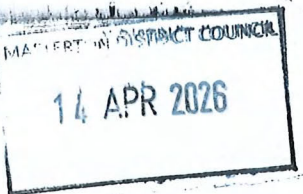
District Licensing Committee

(Please tick one)

☐ Carterton

☒ Masterton

☐ South Wairarapa



Reference No.

ON0026

1 Application Details

a) Application type (choose **one**):



New On-Licence (section 100)



Renewal of On-Licence (section 127(2))



Renewal of On-Licence with Variation (sections 120 and 127(2))

b) Variations to current licence conditions (if any):

(i) Which condition(s) do you want to vary (attach a separate page if necessary):

(ii) Full reasons why variation is sought (attach a separate page if necessary):

2 Endorsements

Select the endorsement(s) sought / to be renewed:



BYO Restaurant (section 37)



Caterer (section 38)

3 Applicant Details

a) Full name(s) to be on licence (Exact company name as shown on certificate of incorporation, or your full legal name):

BLAIKEN LIMITED

b) Status of Applicant:



Private Company



Partnership



Registered Limited Partnership



Body Corporate



Trustee



Territorial Authority



Public Company



Natural Person (over 20 years old)



Board, Organisation or other Body



Licensing Trust or Community Trust



Department of State (or other instrument of the Crown Manager under the Protection of Personal and Property Rights Act 1988)

c) Postal address for service of documents:

5726 Masterton Castlepoint Road, MASTERTON

d) Contact Details:

Name Celeste Blakesley

Telephone 06) 372 6747

Mobile 020 451 6547

Email blaikenitd@gmail.com

Website www.castlepointhotel.co.nz

Preferred means of formal contact ☐ Phone ☒ Email

e) Description of the principal business, and any other businesses:

Sale and supply of food and alcohol.
Accommodation.

f) State all criminal convictions (other than convictions for offences against provision of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies):

☒ No criminal convictions

☐ Convictions - list here:

4 Further Details where the Applicant is a Natural Person

Full Legal Name Celeste Alice Blakesley

Any Aliases (e.g. maiden name)

☐ Male

☒ Female

Residential Address 5726 Masterton Castlepoint Road, MASTERTON

Date of Birth

Place of Birth

Occupation General Manager

5 Further Details where the Applicant is a Body Corporate (e.g. company)

a) Act under which the body corporate or company is incorporated: Companies Act 1993

b) If a company, the full legal names of directors (attach a separate sheet if necessary):

Full Legal Name Celeste Alice Blakesley

Residential Address 5726 Masterton Castlepoint Road, MASTERTON

Date of Birth

Full Legal Name Amanda Catherine Aitken

Residential Address 5703A Masterton Castlepoint Road, MASTERTON

Date of Birth

c) Where the applicant is a **private company** under the Companies Act 1993, select one of the following:

☐ Authorised Capital ☒ Paid-up Capital

d) If a **private company**, the full details of each person who holds any shares issued by the company (attach a separate sheet if necessary):

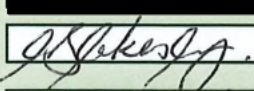
Full Legal Name	Celeste Alice Blakesley		
Residential Address	5726 Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Face Value of Shares	50%	Occupation	General Manager
Full Legal Name	Amanda Catherine Aitken		
Residential Address	5703A Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Face Value of Shares	50%	Occupation	School Principal - TINCUI
Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Face Value of Shares		Occupation	

e) If a **public company**, the full details of each person who holds 20 percent or more of the shares, or any particular class of shares, issued by the company (attach a separate sheet if necessary):

Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Designation			
Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Designation			
Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Designation			

6 Further Details where the Applicant is a Partnership

Full details of each partner:

Full Legal Name	Celeste Alice Blakesley		
Residential Address	5726 Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Signature			
Full Legal Name	Amanda Catherine Aitken		
Residential Address	5703A Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Signature			

7 Premises Details

- a) Address 5726 Masterton Castlepoint Road, MASTERTON
- b) Trading name for premises Castlepoint Hotel
- c) Is the licence sought conditional on completing building work? ☐ Yes ☒ No
- d) Does the applicant own the proposed licensed premises? ☐ Yes ☒ No

If **no** attach a completed building owner's approval form (page 9 of this form)

(i) What is the full name of the owner?

Holding My Ding Dong Limited

(ii) What form of tenure, and term of tenure, will the applicant have? (e.g. leasehold, tenancy)

Leasehold, 3 years, rights of renewal

8 Conveyance Details

- a) Type (car, bus, etc.)
- b) Trading name for conveyance
- c) Home base address (if any)
- d) Is a current Warrant of Fitness and Registration (if car or bus), Safe Ship Management Certificate (if ship, ferry or hovercraft), Certificate of Airworthiness (if aircraft) or Rail Service Licence (if a train) in effect for this conveyance?
- ☐ Yes ☐ No Registration number
- e) Principal route travelled
- f) Is the licence sought conditional on completing construction work? ☐ Yes ☐ No
- If **yes**, please provide details:
-
- g) Does the applicant own the proposed licensed conveyance? ☐ Yes ☐ No

If **no**:

(i) What is the full name and address of the owner?

(ii) What form of tenure, and term of tenure, will the applicant have? (e.g. charter)

9 Managers' Details

Full Name	Date of Birth	Certificate Number	Expiry Date
Courtney Ann Brown			
Annanda Catherine Aitken		In Process	

10 Business Details

- a) What is the general nature of the business to be conducted in the premises if the license is granted? (*hotel, tavern, restaurant, cellar door, cinema, etc.*)

Hotel

- b) Will the sale of alcohol be the principal purpose of the business?

☒ Yes

☐ No

If no, indicate what will be principal purpose of the business:

- c) Is the applicant engaged, or intending to be engaged, in the sale or supply of goods other than alcohol and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and food?

☒ Yes

☐ No

If yes, describe the other goods or services:

Accommodation

- d) Which days and hours do you propose to sell or supply alcohol under the licence?

Monday - Sunday
11am - 11pm.

11 Conditions

- a) Describe your experience and training in the sale and supply of alcohol:

Amanda Atken - Historical bar tending experience
 - 2025-2026 - 3 months experience at Castlegpoint Hotel.
 - LCCQ Qualification
 - Specialised Training w Chin's Hince Hospitality
 - Manager Certificate in process

Celeste Blakesley - Historical bar tending experience
 - Previous Supervisor in off-licence premises
 - 2025-2026 - 3 months experience at Castlegpoint Hotel
 - LCCQ Qualification
 - Specialised Training w Chin's Hince Hospitality.

b) Attach a menu and beverage list that describes food and beverage types, ranges and prices.

c) Describe to what extent and where drinking water will be freely available to patrons:

Filtered & chilled drinking water freely available at water station adjacent to bar.
Delivery of water to tables & customers on request

d) If there is no access to mains water supply, please comment on the potability of the water that will be available:

Built-in water filtration system
Spring-fed supply with installed UV filtration system

e) Describe the steps that will be taken to prevent the sale and supply of alcohol to minors and intoxicated people:

- Continuous supervision of all licensed areas
- Immediate action to be taken when behaviour presents risk.
- Refusal to supply where legal or safety thresholds reached
- ID. requested from patrons appearing to be under 25.

f) Describe what steps will be taken and what information will be provided to help with transport options from the licensed premises:

Upon identification of alcohol influence, impairment or intoxication, patrons will be offered transport within 20-30 minutes of hotel via courtesy coach.
If not practicable, safe and free accommodation will be offered.

g) Describe what other steps will be taken to promote the responsible consumption of alcohol:

Providing a range of meals and snacks for purchase
On identification of impairment, free bar snacks will be provided.
Delaying refills and offering non-alcoholic alternatives

h) Describe any other systems (including training) and staff that are, or will be, in place to comply with the Act. Attach a copy of your staff training plan/systems if applicable:

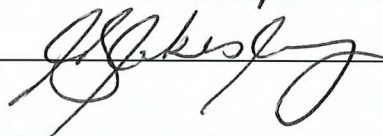
All staff to attend training, to be provided by Chris Hince Hospitality.
Two additional members of staff will be applying for managers cert.

NOTES:

1. The New Zealand Police are required by the Sale and Supply of Alcohol Act 2012 to make enquiries into the suitability of the applicant. This will involve the Police informing the District Licensing Committee of any convictions or concerns involving the applicant. Should there be any concerns, the applicant will also be informed.
2. This application, including personal information, will be available to the public and media as part of the District Licensing Committee's decision-making process.
3. This form must be accompanied by the prescribed fee.
4. The applicant must give public notice of this application (in Form 7) within 20 working days of filing with the District Licensing Committee (10 days for a renewal). The notice must comply with regulation 36, 37 or 38 (whichever applies) of the Sale and Supply of Alcohol Regulations 2013.
5. Except in the case of a conveyance, the applicant must ensure that notice of this application (in Form 7) is attached in a conspicuous place on or adjacent to the site to which this application relates, within 10 working days of filing with the District Licensing Committee. The Secretary of the District Licensing Committee may waive this requirement if it is deemed impracticable or unreasonable to display the notice.

Dated this 14th day of April 2026

Signature of Applicant



Applications must be submitted to the local council where the premises is located:

**District Licensing Committee
Masterton District Council**

PO Box 444
Masterton 5840

T 06 370 6300
E alcohol@mstn.govt.nz
www.mstn.govt.nz

**District Licensing Committee
Carterton District Council**

PO Box 9
Carterton 5743

T 06 379 4030
E info@cdc.govt.nz
www.cdc.govt.nz

**District Licensing Committee
South Wairarapa District Council**

PO Box 6
Martinborough 5741

T 06 306 9611
E health@swdc.govt.nz
www.swdc.govt.nz

Building Evacuation Declaration

Premises name Castlepoint Hotel

Premises address 5726 Masterton Castlepoint Road, MASTERTON

Applicant Name BLAIKEN LIMITED

Contact Email and Phone Number 020 457 6547

I HEREBY STATE THAT (must tick one)

☒ The owner of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

☐ Because of the building's current use, its owner is not required to provide and maintain such a scheme;

OR

☐ Because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.

NOTE If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018- this does not require approval by Fire and Emergency New Zealand

Fire Evacuation Scheme

Most commonly a building requires an evacuation scheme because it is used for the following purposes:

- The gathering together, **for any purpose of 100 or more persons**:
- Providing **employment facilities for 10 or more persons**:
- Providing **accommodation for more than 5 persons** (other than in 3 or fewer household units):
- **Storing or processing hazardous substances in quantities exceeding the minimum amounts** prescribed in Schedule 3 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018.

See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information.

If you are unsure that the building has or requires an approved evacuation scheme, check with the building owner. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site. www.fireandemergency.nz or Contact Fire and Emergency New Zealand directly.


Building Owner's Signature

Jason Osborne
Building Owner's Name (print)

27-3-26
Date


Applicant Signature

Celeste Blakesley
Applicant Name (print)

28-3-26
Date

Your application will be forwarded to Fire Emergency NZ with this statement

On-Licence

Building Owner's Approval

If the applicant is not the owner of the building, the owner must complete this form. Required for new applications.

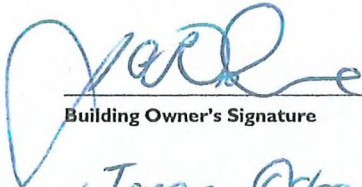
Premises name

Castlepoint Hotel

Premises address

5726 Masterton Castlepoint Road

I HEREBY STATE THAT I have no objection to the On-Licence being granted to allow the sale and supply of alcohol from the above premises.



Building Owner's Signature

Jason Osborne as Director of Holding My Dingybug Ltd

Building Owner's Name (print)

26.03.2026

Date



SOUTH WAIRARAPA
DISTRICT COUNCIL
Kia Bereahi Tūau



On-Licence

CPTED Checklist for On-licensed Premises**BAR AREA**

Bar staff have good visibility of entire premises	yes ☒	no ☐	n/a ☐
Area behind the bar is raised to improve visibility	yes ☐	no ☒	n/a ☐
Bar area is open with no obstructions affecting monitoring of premises	yes ☒	no ☐	n/a ☐
Cash registers are front facing	yes ☒	no ☐	n/a ☐
If cash registers are not front facing, mirrors are installed to monitor customers	yes ☐	no ☐	n/a ☒
Safe is out of public view	yes ☒	no ☐	n/a ☐

INTERNAL LAYOUT

Premises is laid out so staff can monitor patrons at all times	yes ☒	no ☐	n/a ☐
There are no obstructions within the bar causing blind spots	yes ☒	no ☐	n/a ☐
Where there may be blind spots, mirrors or CCTV are installed	yes ☒	no ☐	n/a ☐
Bar is easily approached by customers	yes ☒	no ☐	n/a ☐
Customers can easily move around the premises	yes ☒	no ☐	n/a ☐
Sufficient seating is provided	yes ☒	no ☐	n/a ☐
Customers cannot climb on structures or fittings	yes ☒	no ☐	n/a ☐

CROWDING

There premises are not overcrowded	yes ☒	no ☐	n/a ☐
The maximum number of patrons for the premises is displayed and complied with	yes ☒	no ☐	n/a ☐

LIGHTING

Internal lighting is suitable	yes ☒	no ☐	n/a ☐
Lighting allows for door staff to check ID and similar	yes ☒	no ☐	n/a ☐
Lighting allows staff to monitor patrons within the premises	yes ☒	no ☐	n/a ☐
No areas are too dark inside the premises	yes ☒	no ☐	n/a ☐
Internal lighting can be raised in an emergency/incident or at closing time	yes ☒	no ☐	n/a ☐
External lighting is suitable	yes ☒	no ☐	n/a ☐
External security lighting is installed	yes ☒	no ☐	n/a ☐

VENTILATION

A ventilation system is installed	yes ☒	no ☐	n/a ☐
The premises are maintained at a suitable temperature	yes ☒	no ☐	n/a ☐

CPTED Checklist continued

OUTDOOR DRINKING AREAS

Outdoor drinking areas are monitored by bar and/or security staff	yes ☒	no ☐	n/a ☐
Lighting allows staff to monitor patrons	yes ☒	no ☐	n/a ☐
Customers can move around easily in outdoor drinking areas	yes ☒	no ☐	n/a ☐
Outdoor drinking areas are well defined from surrounding environment	yes ☒	no ☐	n/a ☐
Pavement creep is not evident	yes ☒	no ☐	n/a ☐
Outdoor drinking areas are not overcrowded	yes ☐	no ☐	n/a ☐
A current street trading licence or equivalent is held	yes ☐	no ☐	n/a ☒

CCTV

CCTV is installed	yes ☒	no ☐	n/a ☐
CCTV is positioned to monitor vulnerable areas	yes ☒	no ☐	n/a ☐
Patrons are aware of the CCTV system	yes ☒	no ☐	n/a ☐
Staff know how to operate the CCTV system	yes ☒	no ☐	n/a ☐

ENTRANCES AND EXITS

Entrances and exits are visible from behind the bar area	yes ☒	no ☐	n/a ☐
CCTV is installed to monitor blind entrances and exits	yes ☒	no ☐	n/a ☐
Door staff monitor entrances and exits	yes ☒	no ☐	n/a ☐
There is sufficient space for queuing outside the premises	yes ☒	no ☐	n/a ☐

TOILETS

Toilet facility entrances are visible from the bar area	yes ☒	no ☐	n/a ☐
Toilets are inspected regularly	yes ☒	no ☐	n/a ☐

STAFF

There are sufficient numbers of staff to ensure control of the premises	yes ☒	no ☐	n/a ☐
Staff are visible to patrons	yes ☒	no ☐	n/a ☐
Staff monitor the premises for conflict and crime	yes ☒	no ☐	n/a ☐
Security staff are properly trained and certified	yes ☐	no ☐	n/a ☒

Whakataki Menu

Small Plates

Soft shell Fish Tacos with tomato and sweet corn salsa, lime and chipotle mayo **\$23**

Steak Sandwich, caramelised onions, tomato, bearnaise sauce, salad and ciabatta toast **\$28**

Calamari with lemon and caper mayo **\$18**

Seafood Chowder **\$23**
Fish, Prawns, Mussels, dill

Loaded Chips with bacon and cheese, aioli and sweet chilli **\$18**

Chips with tomato sauce **\$11**

Pear, caramelised walnuts, rocket and parmesan salad with balsamic dressing **\$15**

For the kids

Fish and chips **\$16**

Chicken nuggets and chips **\$15**

Cheeseburger and chips **\$16**

Chocolate Brownie and vanilla ice cream **\$10**

Hot Waffle and ice cream, choc or caramel sauce **\$12**

Milk Bun Burgers (GF add \$3)

Whaka Burger and chips **\$27**
Beef pattie, Smoked Cheddar, maple bacon, lettuce, pickles, burger sauce, beetroot relish

Southern fried Chicken burger and chips **\$27**
With bbq sauce, lettuce, pickles and cheese

Fish Burger and chips, lettuce, pickles, cheese, tartare sauce **\$27**

12" Pizzas (GF option \$3)

BBQ Meat lovers **\$26**
Salami, bacon, ground beef, tomato sauce, mozzarella, bbq sauce, aioli

Italian **\$25**
Pepperoni, capsicum, olives, capers and feta, tomato sauce and mozzarella

Seafood **\$27**
Fish, mussels, prawns, capers, dill, Jalapeno, anchovy, tomato sauce, mozzarella,

Garlic and cheese pizza bread **\$17**
With bacon **\$20**

Large Plates

Chicken mushroom and bacon fettucine with garlic cream sauce **\$32**

Scotch fillet steak (250gm) **\$42**
crispy onion rings, herb garlic butter, roasted mushroom, salad and chips

Sharing Platter (for 2-4 people) **\$59**
Southern fried chicken tenders, sausages, bourbon BBQ pork ribs, chips, onion rings, coleslaw, sauces

Chicken Caesar Salad, bacon, croutons, poached egg, anchovies and Caesar dressing **\$30**

Beer Battered Fish and chips **\$30**
Summer salad, tartare sauce, lemon

Pork Ribs with whisky BBQ sauce ranch slaw and chips **\$36**

Desserts

Cheesecake of the day, coulis and cream **\$16**

Hot Waffle and ice cream, **\$16**
choice of chocolate, berry or caramel sauce

Chocolate Brownie **\$16**
chocolate sauce, raspberry coulis, vanilla ice cream

Please speak to our crew if you have any dietary requirements and we will try our best to accommodate your requests.



BAR / SNACK MENU

Toasted Sandwich	\$8
<i>Your choice of 3 available fillings</i>	
Hot Chips	\$10
Pizza	\$25 full, \$5 slice
<i>Meat Lovers or Italian</i>	

TAKEAWAY MENU

Scoop Chips	\$5
Fish	\$7
Hot Dog	\$4
Sausage	\$4
Chicken Tender	\$4
Calamari Rings (2)	\$1
Onion Rings (2)	\$1
Baby Whaka Burger	\$15
Chicken Burger	\$15
Loaded Fries	\$12

CASTLEPOINT HOTEL

DRINKS MENU

BEER

Bottled Beer — \$12

Handles — \$10

Speights

Speights Summit Ultra

Steinlager Classic

Steinlager Pure

Export Gold

Tui

Heineken

Corona

Panhead (Rotating)

CIDER — \$10

Apple Cider

Pear Cider

WINE — \$10

Sauvignon Blanc

Pinot Gris

Chardonnay

Pinot Noir

Merlot

Cabernet Merlot

Rosé

Lindauer Brut

Lindauer Rosé

RTDs — \$12

Jim Beam & Cola

Woodstock Bourbon & Cola

Cody's & Cola

Long White Vodka

Canadian Club & Dry

SPIRITS

House Spirits — \$10

Premium Spirits — \$12

Vodka

Gin

Rum

Bourbon

Whisky

Scotch

Tequila

Mixers Included: Coke • Diet Coke • Lemonade • Soda • Tonic • Ginger Beer • Juice

NON-ALCOHOLIC

0% Beer — \$8

0% RTDs — \$8

Soft Drinks — \$4

Juice — \$4

Ginger Beer — \$5

Lemon Lime & Bitters — \$5

CASTLEPOINT HOTEL



BEER

Zeffer 0%	\$8
Bavaria IPA 0%	\$8
Corona 0%	\$8
Mac's 0%	\$8
Heineken 0%	\$8



WINE

Edenvale Chardonnay 0%	\$8
Edenvale Rosé 0%	\$8
Edenvale Sauvignon Blanc 0%	\$8
Edenvale Shiraz 0%	\$8
Lindauer Brut 0%	\$8



SOFT DRINKS

Coke / Sprite / Fanta / L&P	\$4.50
Ginger Beer	\$6
Iced Coffee	\$7
Calci Yum	\$3



JUICE

Orange / Apple / Tomato / Cranberry	\$5.50
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REFRESHING OPTIONS FOR EVERYONE

Great drinks. No alcohol. Same good vibes.

CASTLEPOINT HOTEL

HOST RESPONSIBILITY

YOUR SAFETY IS OUR PRIORITY



NO SERVICE TO MINORS

ID REQUIRED IF UNDER 25
NO ALCOHOL UNDER 18



NO SERVICE TO INTOXICATED PERSONS

WE WILL NOT SERVE ALCOHOL TO INTOXICATED PATRONS.



FOOD & WATER AVAILABLE

SUBSTANTIAL FOOD & FREE WATER PROVIDED.



DRINK RESPONSIBLY

PLEASE PACE YOURSELF & KNOW YOUR LIMITS.



SAFE TRANSPORT OPTIONS

LET US HELP ARRANGE A SAFE RIDE HOME.



PLEASE RESPECT OUR STAFF

OUR TEAM IS HERE TO HELP YOU.

HOST RESPONSIBILITY IN ACTION

WE HAVE THE RIGHT TO REFUSE SERVICE IF CONDITIONS ARE NOT MET X

CASTLEPOINT HOTEL

HOST RESPONSIBILITY POLICY

Commitment to Responsible Service

Castlepoint Hotel is committed to the safe and responsible sale and supply of alcohol. Our approach is guided by the principles of harm minimisation and aligns with the requirements of the Sale and Supply of Alcohol Act 2012.

We actively promote a safe environment for all patrons, staff, and the wider community through structured systems, staff training, and consistent enforcement of our host responsibility practices.

Prevention of Intoxication

The prevention of intoxication is a key priority. Staff are trained to recognise early signs of intoxication and are expected to act promptly. Alcohol service is monitored continuously, and service will be slowed or stopped where necessary to prevent intoxication.

No alcohol will be served to any person who is intoxicated. This standard is applied consistently, with the Duty Manager supporting all decisions related to refusal of service.

Minors

Castlepoint Hotel operates a strict policy regarding minors. Alcohol will not be sold or supplied to any person under the age of 18.

Any patron who appears under the age of 25 will be required to present valid identification. Accepted forms of identification include a New Zealand Driver Licence, Passport, or Kiwi Access Card.

Failure to provide valid identification will result in refusal of service.

Food Availability

Substantial food is available at all times when alcohol is being served. This supports responsible consumption and provides patrons with options that help reduce the effects of alcohol.

A bar snack menu is available outside of standard kitchen hours to ensure food availability is maintained throughout operating hours.

Non-Alcoholic Beverages and Water

A range of non-alcoholic beverages is available at all times. Free drinking water is readily accessible and actively promoted to patrons.

Staff will encourage the consumption of non-alcoholic options where appropriate as part of responsible service practices.

Safe Transport

Recognising the rural location of Castlepoint Hotel, particular attention is given to ensuring patrons leave the premises safely.

Staff actively assess patron condition prior to departure and will discourage any intoxicated person from driving. Where required, staff will assist in arranging safe transport options.

Managing Intoxicated Patrons

Where a patron is identified as intoxicated, immediate action will be taken. This includes ceasing alcohol service, offering water or food, and supporting the patron to leave the premises safely.

If necessary, the patron will be required to leave the premises. The safety of all patrons and staff remains the priority at all times.

Staff Training and Support

All staff are trained in responsible service of alcohol, including identifying signs of intoxication, managing difficult situations, and understanding legal obligations.

The Duty Manager provides oversight and support to staff, ensuring that host responsibility practices are consistently applied.

Supervision and Monitoring

Licensed areas are actively supervised at all times. Staff maintain a visible presence and monitor patron behaviour continuously. Any emerging risks are addressed early to prevent escalation.

Refusal of Service

The Castlepoint Hotel fully supports staff in refusing service where required. Refusals are carried out in a calm and professional manner and are recorded in the refusal log.

There is no tolerance for unsafe service practices, and all staff are expected to adhere to this standard.

Signage

Appropriate and compliant signage is displayed throughout the premises, including:

- No service to minors
- No service to intoxicated persons
- Host responsibility messaging

Continuous Improvement

Host responsibility practices are regularly reviewed to ensure they remain effective and aligned with legal requirements. Feedback, incidents, and observations are used to strengthen systems and improve outcomes.

Notice of renewal of Manager's Certificate

DLC Ref: MC0569
Decision: 2026/20

Section 226, Sale and Supply of Alcohol Act 2012

Courteney Ann Brown

Your Manager's Certificate numbered **42/CERT/044/2024** is renewed.

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of managers' certificates, this certificate shall expire on the **16th day of December 2028** unless again renewed.

Dated at Masterton this 6th day of March 2026



For Secretary

Masterton District Licensing Committee



MASTERTON
WHAKAORIORI
DISTRICT COUNCIL

NEW ZEALAND
School of
Food & Wine

This is to certify that

Amanda Aitken

has successfully completed

Licence Controller Qualification

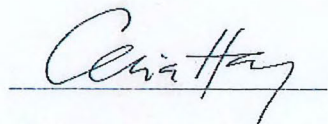
This course incorporates:

Unit standard: 4646 Version 11, Level 4, Credits 2

Demonstrate knowledge of the Sale and Supply of Alcohol Act 2012 and its implications for licensed premises.

Unit standard: 16705 Version 7, Level 4, Credits 3

Demonstrate knowledge of host responsibility requirements as a duty manager of licensed premises.



CELIA HAY BA, MBA, MEd, Dip.WSET

DIRECTOR

Issued on 15 Jan 2026

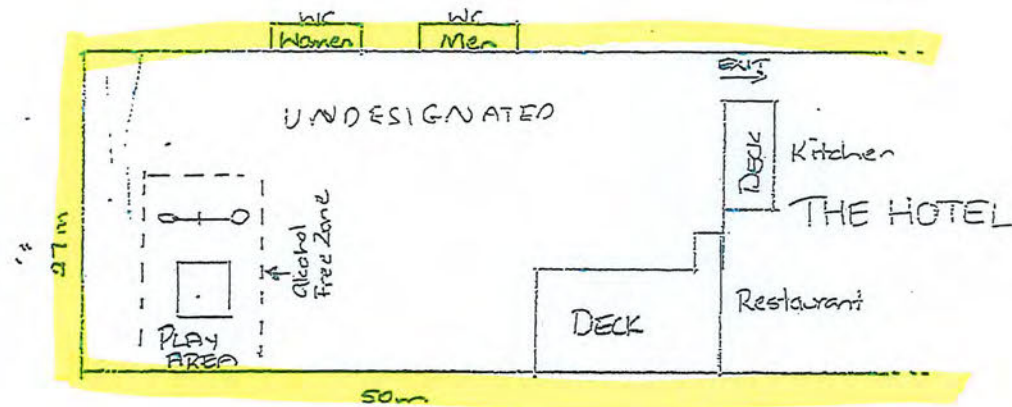
Student ID: 93077

Course ID: LCQ_Online-135

NSI: 101611975

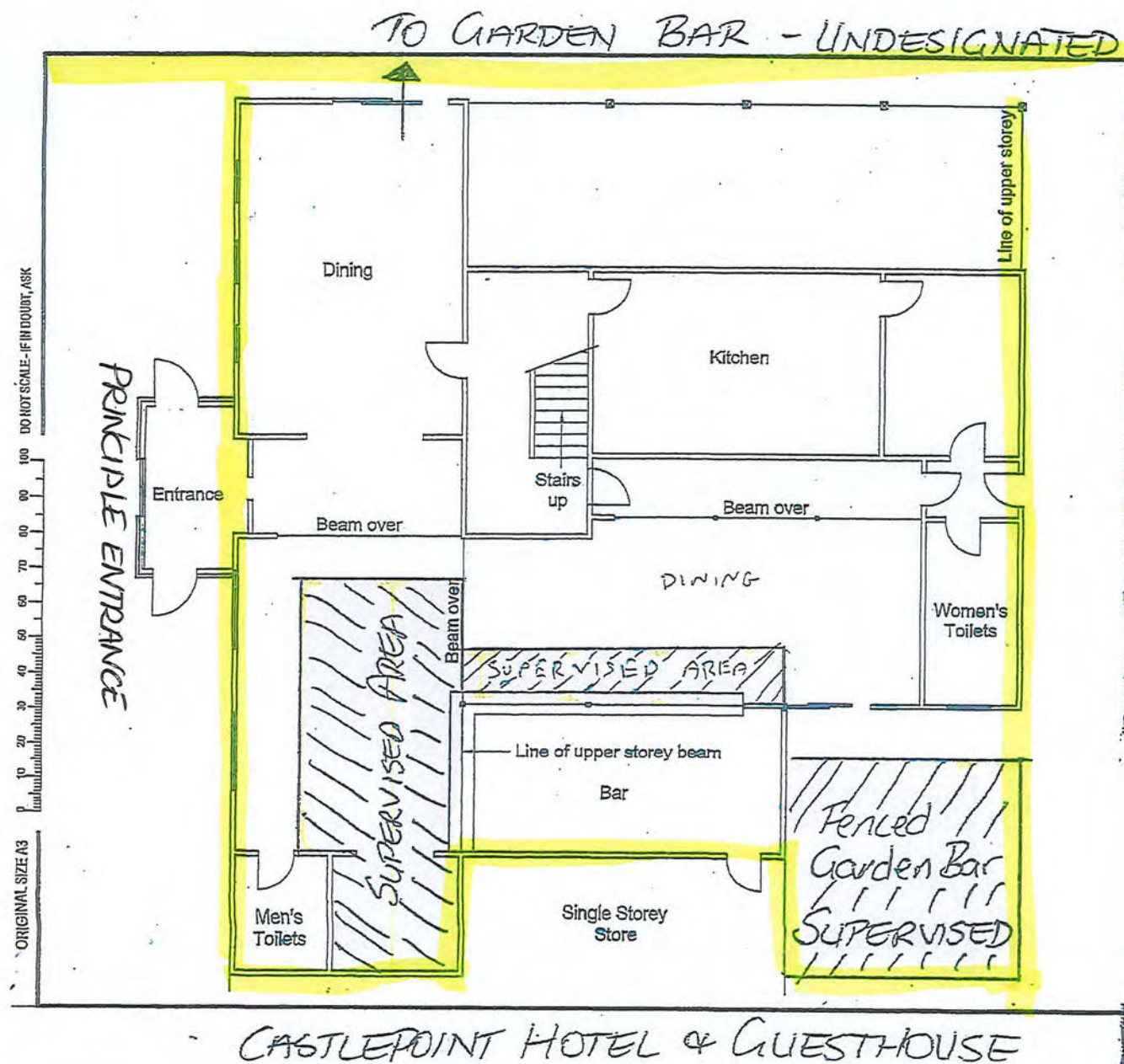
NZSFW is registered as a private training establishment by the New Zealand Qualifications Authority under the Provisions of the Education Act 1989 and its subsequent Amendments.
New Zealand School of Food & Wine, Level 3, 104 Customs Street West, Viaduct 1010, Auckland, New Zealand

GARDEN BAR UNDESIGNATED AREA



CASTLEPOINT HOTEL & GUESTHOUSE - GARDEN B

MASTERTON DISTRICT COUNCIL
 0N0026
 14 APR 2026
 Page 1 of 2



MASTERTON DISTRICT COUNCIL
 DN 0026
 14 APR 2026
 Page 2 of 2



NEW ZEALAND
COMPANIES OFFICE



COMPANIES
REGISTER

Certificate of Incorporation

BLAIKEN LIMITED

9407661

NZBN: 9429053467096

This is to certify that BLAIKEN LIMITED was incorporated under the Companies Act 1993 on the 23rd day of February 2026.

Registrar of Companies
23rd day of February 2026



Certificate generated 23 February 2026 12:23 PM NZDT

26th February 2026

To: Whom it may concern,

Re: Application for Alcohol Licence – Castlepoint Hotel

This cover letter is in support of our application for an alcohol licence for the Castlepoint Hotel.

The Castlepoint Hotel is an important part of our local rural community. It is more than simply a licensed premises, it is a gathering place, a meeting hub, and a valued part of the social fabric of Castlepoint and the wider Tinui district. We are committed to ensuring it operates in a safe, responsible, and professional manner.

Between us, we bring strong governance, organisational, and leadership capability to this role. Celeste holds a Certificate in Business Administration and brings sound business management knowledge, attention to compliance requirements, and strong administrative oversight skills.

I am currently the Principal of Tinui School, a role that requires high levels of accountability, leadership, community engagement, and regulatory compliance. I hold a current LCQ qualification and am in the process of applying for my Duty Manager's Certificate. Through my professional work, I am well-versed in legislation, policy adherence, health and safety requirements, and creating safe environments for all members of the community.

We are both community-minded, safety-focused, and professionally responsible. We understand the obligations placed on licensed premises under the Sale and Supply of Alcohol Act 2012, particularly in relation to minimising alcohol-related harm and ensuring alcohol is sold and supplied safely and responsibly. We are committed to strong host responsibility practices, staff training, monitoring of intoxication levels, and ensuring the premises operates in a manner that enhances, rather than detracts from our community.

As locals, we value the trust placed in us. We are committed to maintaining a family-friendly, welcoming, and well-managed establishment that reflects the standards expected by both Council and our community.

We appreciate your consideration of our application and are happy to provide any further information required.

Yours sincerely,

Amanda Aitken
Principal, Tinui School
LCQ Holder | Duty Manager Applicant

Celeste Blakesley
Certificate in Business Administration

“The Whakataki”

CASTLEPOINT HOTEL



ON & OFF LICENCE APPLICATION

BUSINESS PLAN & OPERATIONS DOCUMENT

Premises: 2752 Masterton Castlepoint Road, Masterton 5889

Applicants: Amanda Aitken & Celeste Blakesley

Date: 26 March 2026

CONTENTS

1. Business Details
2. Business Overview
3. Hours of Operation
4. Management & Governance
5. Premises Control & Supervision
6. Accommodation
7. Host Responsibility Policy
8. Duty Manager Control Systems
9. Staff Training & Expectations
10. Safety & Risk Management
11. Community Responsibility
12. Food Control & Compliance
13. Records & Accountability
14. Commitment Statement
15. Declaration

1. BUSINESS DETAILS

Business Name: Castlepoint Hotel

Premises Address: 2752 Masterton Castlepoint Road, Masterton 5889

Licence Type: On Licence and Off Licence

Applicants / Operators:

Amanda Aitken

Celeste Blakesley

2. BUSINESS OVERVIEW

Castlepoint Hotel is a rural coastal hospitality venue providing:

- Restaurant dining
- Bar service
- Community gathering space
- Accommodation

The premises will operate as a highly controlled, professionally managed, and safety-focused environment, catering to both local residents and visitors.

Operations are structured to ensure:

- Responsible sale and supply of alcohol
- Early identification and prevention of intoxication
- Continuous supervision of patrons
- Full compliance with all legal and regulatory requirements

All systems align with the intent of the Sale and Supply of Alcohol Act 2012, with a clear focus on minimising alcohol-related harm.

3. HOURS OF OPERATION

Days of Operation:

Monday – Sunday

Restaurant Hours

11:30am – 8:30pm

A bar snack menu will remain available while the bar is open if the kitchen is closed.

Bar Hours

11:30am – 11:00pm

Alcohol will only be sold and supplied within licensed hours, with active monitoring throughout all service periods.

4. MANAGEMENT & GOVERNANCE

The business is operated by experienced individuals with strong leadership, compliance awareness, and operational control.

Amanda Aitken

- Principal, Tinui School (Masterton)
- Holds Licence Controller Qualification (LCQ)
- Applying for Duty Manager Certificate
- Extensive experience in leadership, risk management, and regulatory compliance

Celeste Blakesley

- Certificate in Business Administration
- Experience in business operations and customer service
- Strong capability in systems, organisation, and service delivery

Management ensures:

- Clear accountability at all times
- Consistent enforcement of host responsibility
- Structured staff supervision
- Ongoing monitoring of compliance

5. PREMISES CONTROL & SUPERVISION

The premises includes:

- Designated bar area
- Dining space
- Outdoor seating
- Kitchen facilities
- Accommodation

BAR OPERATIONS & DESIGNATED AREAS

The Castlepoint Hotel operates with clearly defined and controlled service areas to ensure the safe and responsible sale and supply of alcohol.

Designated Licensed Areas

Alcohol will only be sold and consumed within designated licensed areas of the premises, including:

- Main bar area
- Restaurant dining area
- Approved outdoor seating areas

All areas are clearly identifiable and actively supervised at all times.

Supervision and Control

- All licensed areas are under continuous supervision by staff and the Duty Manager
- Staff maintain clear visibility across patron areas
- Movement between areas is monitored to ensure compliance with licence conditions
- Immediate action is taken where behaviour presents risk

Visibility, Lighting & Monitoring

- The premises is well lit to ensure safe movement and clear visibility at all times
- Lighting is maintained at levels that support effective supervision of patrons
- The layout enables unobstructed sightlines across key service and seating areas

- Staff maintain an active floor presence to ensure continuous monitoring

Where appropriate:

- Additional monitoring measures may be implemented during busy periods or events to support safe operation

Alcohol Service

Alcohol service is structured, controlled, and actively monitored.

Products available include:

- Standard tap beers
- Bottled beers
- House wines
- Selected spirits and ready-to-drink beverages

Service is:

- Provided by trained staff only
- Overseen by the Duty Manager at all times
- Refused where legal or safety thresholds are reached

Compliance

All bar operations align with the requirements of the Sale and Supply of Alcohol Act 2012, with a clear focus on:

- Controlled service
- Active supervision
- Prevention of alcohol-related harm

Control Measures

- Clear sightlines across all patron areas
- Defined service points controlling alcohol supply
- Staff positioned for continuous supervision
- Immediate intervention when risk is identified
- CCTV video surveillance operating at all times

OFF LICENCE OPERATIONS

Castlepoint Hotel will operate an Off Licence in conjunction with its on-licence activities. All off-licence sales will be managed under strict controls to ensure compliance and minimise alcohol-related harm.

Nature of Off Licence Sales

The Off Licence will provide for the sale of alcohol for consumption off the premises.

Products available will include:

- Bottled beers
- Canned beverages
- Wine (including house wines)
- Selected ready-to-drink (RTD) beverages

No bulk or high-risk sales practices will be promoted.

Hours of Off Licence Trading

Off licence sales will occur only within approved licensed hours and will align with overall premises operating hours.

Alcohol will not be sold outside of licensed trading times under any circumstances.

Point of Sale and Control

- All off-licence sales will occur from a controlled service point within the bar area
- Sales will be made by trained staff only
- A Duty Manager will be on duty at all times during alcohol sales

Host Responsibility – Off Licence

The same host responsibility standards apply to off-licence sales as on-licence service.

Intoxication

- Alcohol will not be sold to intoxicated persons
- Staff are trained to identify and refuse service at early signs

Minors

- No alcohol will be sold to persons under 18
- ID will be required for anyone appearing under 25

Supply Controls

- Staff will monitor purchase quantities where necessary
- Sales will be refused if there is concern alcohol may be supplied to minors or misused
- No proxy purchasing will be permitted

Display and Storage

- Alcohol will be stored and displayed in a controlled area behind or within the bar
- Access to alcohol is restricted to staff only
- Products are not freely accessible to the public

Risk Management

Key risks associated with off-licence sales include:

- Supply to minors
- Proxy purchasing
- Supply to intoxicated persons

These risks are managed through:

- Staff training
- Strict ID checking procedures
- Active supervision
- Duty Manager oversight

Monitoring and Compliance

- All sales are actively supervised
- Any refusals or concerns are recorded in the incident/refusal log
- Systems are regularly reviewed to ensure ongoing compliance

Legislative Compliance

All off-licence operations are conducted in accordance with the Sale and Supply of Alcohol Act 2012, with a clear focus on:

- Controlled supply
- Prevention of harm
- Responsible retail practices

6. ACCOMMODATION

Castlepoint Hotel provides on-site accommodation as part of its overall hospitality offering. Accommodation is managed separately from bar operations, with clear controls in place to ensure guest safety and compliance.

Upstairs Accommodation

The premises includes three private guest rooms located upstairs:

- King Room
- Queen Room
- Prince Room

Each room is equipped with:

- Bathroom facilities
- Toilet
- Shower

These rooms provide self-contained, private accommodation for guests.

External Accommodation

Additional accommodation is provided in detached units, including:

- The Bach
- Shearer's Quarters

These facilities include:

- Kitchen facilities
- Bathroom and shower facilities
- Sleeping areas suitable for individuals or groups

Facilities are either contained within each unit or accessible within the accommodation area.

Separation from Licensed Areas

- Accommodation areas are clearly separated from bar and dining areas
- Guests are required to comply with all house and licence rules

Supervision and Guest Management

- Staff maintain oversight of accommodation use
- Guest behaviour is monitored where necessary to ensure safety and compliance
- Any issues are addressed promptly by management

Safety and Compliance

- All accommodation areas are maintained to a safe and hygienic standard
- Fire safety and emergency procedures are in place
- Guests are provided with clear expectations regarding behaviour and safety

Operational Approach

Accommodation supports the overall operation by:

- Providing a safe alternative to travelling after consuming alcohol
- Supporting responsible hosting practices
- Reducing alcohol-related harm in a rural setting

7. HOST RESPONSIBILITY POLICY

Host responsibility is actively embedded in daily operations through monitoring, early intervention, and clear decision-making.

Key Requirements

Intoxication

- Actively monitored at all times
- Service refused at early signs

Minors

- No service to persons under 18
- ID required for anyone appearing under 25

Accepted ID:

- NZ Driver Licence
- Passport
- Kiwi Access Card

Food

- Substantial food available whenever alcohol is served

Non-Alcoholic/low alcohol options

- Range available at all times
- Free water always accessible

Safe Transport

- Staff assess ability to leave safely
- Intoxicated patrons prevented from driving
- Transport assistance provided

Intervention

Where risk is identified:

- Service stops immediately
- Patron supported with food/water
- Safe exit managed

- Removal occurs if required

Signage

Displayed at all times:

- No service to minors
- No service to intoxicated persons
- Host responsibility messaging

8. DUTY MANAGER CONTROL SYSTEMS

A certified Duty Manager is present at all times alcohol is sold or supplied.

Responsibilities

- Full control of alcohol service
- Continuous monitoring of patrons
- Immediate decision-making
- Staff supervision
- Enforcement of legal requirements

Operational Procedures

Opening

- Safety check of premises
- Food and water confirmed
- Staff briefing completed
- Signage in place

During Service

- Active floor presence
- Behaviour monitored continuously
- ID checks enforced
- Early intervention applied

Refusal of Service

- Clear and consistent
- No negotiation where thresholds met
- Logged and recorded

Incident Management

- Immediate de-escalation
- Removal of risk
- Police contacted if required
- Fully documented

Closing

- Safe exit of all patrons
- Final intoxication checks
- Premises secured
- Logs completed

9. STAFF TRAINING & EXPECTATIONS

All staff are trained prior to serving alcohol.

Training Includes

- Responsible Service of Alcohol
- Identifying intoxication
- Conflict management
- Legal responsibilities

Expectations

- Immediate escalation of concerns
- No tolerance for unsafe service
- Compliance with all procedures
- Training is ongoing and recorded.

10. SAFETY & RISK MANAGEMENT

Risk is actively managed through structured systems.

Identified Risks

- Intoxication
- Disorderly behaviour
- Rural transport risks

Mitigation

- Early intervention
- Strong Duty Manager presence
- Continuous monitoring
- Staff training
- Controlled departure of patrons

Systems

- Incident register
- Refusal log
- Active supervision

11. COMMUNITY RESPONSIBILITY

Castlepoint Hotel recognises its role within a rural community.

We will:

- Maintain respectful relationships with neighbours
- Minimise noise and disruption
- Prevent nuisance and disorder
- Provide a safe, community-focused environment

12. FOOD CONTROL & COMPLIANCE

The business operates under a registered Food Control Plan.

We maintain:

- Safe food handling practices
- Clean and hygienic premises
- Full regulatory compliance

13. RECORDS & ACCOUNTABILITY

The following are maintained:

- Incident register
- Refusal log
- Staff training records
- Duty Manager records

These systems ensure accountability and continuous improvement.

14. COMMITMENT STATEMENT

The applicants are committed to operating Castlepoint Hotel as a highly controlled, responsible, and professionally managed licensed premises.

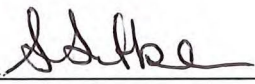
Operations are designed to:

- Prevent alcohol-related harm
- Meet and exceed regulatory expectations
- Maintain a safe environment

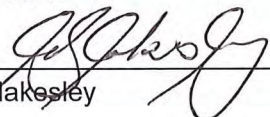
15. DECLARATION

We confirm that:

- The information provided in this business plan is accurate
- Systems outlined will be implemented and maintained
- All legal obligations will be met

Signed: 
Amanda Aitken

Date: 14/4/2026

Signed: 
Celeste Blakesley

Date: 14/04/2026

Building Warrant of Fitness Report and Declaration

Non-compliance with compliance schedule: #0018

This report has been issued in lieu of a building warrant of fitness (BWof). Its purpose is to notify building occupants:

1. That one or more procedures required for a BWof to be supplied and displayed were not carried out.
2. About the current performance status of each specified system.

THE BUILDING					
Building name: Castlepoint Hotel (Whakataki Hotel)					
Street address of building: 5726 Masterton Castlepoint Road, Masterton					
Level/unit number: 2 Levels					
Location within site/block: LOT 1 DP 31363 BLK VIII CASTLEPOINT SD MARINE HOTEL WHAKATAKI					
OWNERS DECLARATION					
A BWof was unable to be supplied and displayed because one or more scheduled inspection and/or maintenance procedures of the compliance schedule was not carried out.					
The following table details whether a specified system was affected by the missed procedures and the current performance of the specified system with its respective performance standard.					
SPECIFIED SYSTEM SUMMARY REPORT					
Specified system	Procedure missed	Currently performing	Form 12A supplied	S-RaD supplied	
SS2 Emergency warning system	Y	Y	N/A	Y	
SS4 Emergency lighting system	Y	Y	N/A	Y	
SS9 Mechanical ventilation	N	Y	Y	N	
SS14/2 Signs for systems SS1 to SS13	Y	Y	Y	N	
SS15/2 Final Exits	Y	Y	Y	N	
SS15/4 Signs for communication	Y	Y	Y	N	
SS15/5 Smoke separations	Y	Y	N/A	Y	
For more information on inspection, maintenance and reporting procedures missed and/or current performance details, please see the Individual Specified System Report and Declaration (S-RaD) for the specified system concerned.					
Signature of agent (Vanessa How) on behalf of and with the authority of the owner:					
Date: 16-10-2025					
OWNER/AGENT					
Name: Holding My Dingdong Limited					
Mailing Address: 5726 Masterton Castlepoint Road, RD 9 Masterton 5889					
Contact Number: [REDACTED]					
BUILDING USE AND OCCUPANCY					
Current, lawfully established use		Activity (Change of Use Regulations)	Fire design category		Occupant Load (Fire Design)
Level	Classified Use(s) (from NZBC A1, plus basic description)		Risk Group (Acceptable solution (AS), post-2012)	Highest Fire Hazard Category (AS pre-2012)	
-	Commercial	CL, SA	-	-	Unknown
COMPLIANCE SCHEDULE					
Compliance Schedule Anniversary: 06.09.2026			Location where compliance schedule is kept: 5726 Masterton Castlepoint Road, RD 9 Masterton 5889		



HINCE Hospitality LTD

Certificate of Attendance

Amanda Aitken

has attended a comprehensive three hour **Host Responsibility (HR)** course.

With regard to the SASAA (2012) and Covering:

Age- drinking v purchase age, penalties, designations, responsibilities, ID types and process.

Intoxication- SCAB model, interventions, exclusion.

Transport options and obligations. **Food** supply obligations and solutions,

Non and Low alcoholic drinks (inc. **water**) obligations and ideas.

Promotions – National guidelines. **Nature of alcohol** and it's effects.

Chris Hince (tutor)

Date 11/01/2026

HINCE Hospitality LTD

Certificate of Attendance

Celeste Blakesley

has attended a comprehensive three hour **Host Responsibility (HR)** course.

With regard to the SASAA (2012) and Covering:

Age- drinking v purchase age, penalties, designations, responsibilities, ID types and process.

Intoxication- SCAB model, interventions, exclusion.

Transport options and obligations. **Food** supply obligations and solutions,

Non and Low alcoholic drinks (inc. **water**) obligations and ideas.

Promotions – National guidelines. **Nature of alcohol** and it's effects.

Chris Hince (tutor)

Date 11/01/2026

10 June 2026

To the Secretary
Masterton District Licensing Committee



Application: **On-licence and Off-licence – New Applications**

Applicant: **Blaiken Limited (Castlepoint Hotel)**

Ref: **ON0026 & OF0012**

This letter serves as a certificate for the purpose of
Section 100(f) of the Sale and Supply of Alcohol Act 2012

The building is situated at 5726 Masterton Castlepoint Road, Masterton and is an existing building that will have no change of use and as such meets the requirements of the New Zealand Building Code to the extent required by the Building Act 2004.

Signed for and on behalf of the Council:

A handwritten signature in black ink, appearing to read 'Shane Taane', written over a faint, circular official stamp.

Shane Taane
Building and Planning Manager

11 June 2026



To the Secretary
Masterton District Licensing Committee

Application: **On-licence and Off-licence – New Applications**
Applicant: **Blaiken Limited (Castlepoint Hotel)**
Ref: **ON0026 & OF0012**

This letter serves as a certificate for the purpose of
Section 100(f) of the Sale and Supply of Alcohol Act 2012

The premises at **5726 Masterton Castlepoint Road, Masterton**

Is in **the General Rural Zone of the Masterton District** where the activity has existing use of **rights**. Accordingly the proposed use of the building meets the requirements of the Resource Management Act 1991 and the Operative and Proposed Wairarapa Combined District Plan(s).

Signed for and on behalf of the Council:

A handwritten signature in black ink, appearing to read 'Shane', written over a light grey rectangular background.

Shane Taane
Building and Planning Manager

Family Notices

Deaths

PETERKEN,

Maureen Eleanor
(nee Taylor):

Of Greytown. On 13th April 2026 suddenly at Wellington Hospital, surrounded by family. Aged 74 years. Dearly loved wife of Bruce. Loved mother of Rebecca, Mathew and the late Quentin. Loved Grandmother, Aunt and friend to many. A celebration of Maureen's life will be held in the Richmond Chapel, Richmond Rd, Carterton, on Friday 17th April 2026 at 2pm followed by private cremation. Maureen's service will be livestreamed. Messages to the Peterken family, C/- PO Box 185 Carterton, 5743 or visit Maureen's tribute page at www.tributes.co.nz



Family Notice Classifieds

0800 287 322



Classifieds

Firewood

MACROCARPA

\$110 per m3.
Free delivery.
Phone 027 227 2999.

Public Notices

Section 101, Sale and Supply of Alcohol Act 2012
Blaiken Limited, 5726 Masterton Castlepoint Road, RD 9, Masterton 5889 has made application to the District Licensing Committee at Masterton District Council for the grant of an on-licence and off-licence in respect of the premises situated at 5726 Masterton Castlepoint Road, RD 9, Masterton known as Castlepoint Hotel. The general nature of the business conducted under the licences is Tavern. The days and hours during which alcohol is sold under the licences are: On-licence Monday to Sunday 11.00am to 11.00pm; Off-licence Monday to Sunday 11.00am to 9.00pm. The applications may be inspected during ordinary office hours of the relevant District Licensing Committee where the premises is located. Any person who is entitled to object, and who wishes to object to the grant of the applications, may, no later than 25 working days after the date of the first publication of this notice, file their objection in writing with the Secretary of the relevant District Licensing Committee. Masterton District Council, 161 Queen Street, Masterton, PO Box 444, Masterton 5840. No objection to the issue of a licence may be made in relation to a matter other than a matter specified in section 105(1) of the Sale and Supply of Alcohol Act 2012. This is the first publication of this notice 16 April 2026.

Fencing and Decks

FENCES We build quality domestic fences, gates, decks and security. Erecta Fence Ph 027 247 7990.

Adult Massage

KATIE

Mature lady for massage.
Phone 022 497 6071.

To Lease

TRADESMAN/STORAGE
Industrial Unit, 140m2. toilet,
Phone 0274 410 345.

Stock Sales

COUNTRY LIVESTOCK SALE

Friday 17th April
2026

Clareville A & P
Showgrounds

Auction commences
11.30am Yards open
from 8.30am for
stock arrivals

Stock expected

- 6 Feeder Calves
- 3 weaner heifer Angus
- Fat lambs
- Ewes RWR
- Wethers

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027 444 1669
or email
Countrylivestockauction@gmail.com

Public Notices

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Public Notices



SOUTH WAIRARAPA
DISTRICT COUNCIL
Kia Reretahi Tātau

NOTICE OF MEETINGS

Meeting agendas are available for inspection at least two days before the meeting at the district libraries, council offices and at www.swdc.govt.nz

Public participation is welcome. If you wish to speak during the public participation session at any meeting, please phone 06 306 9611 at least one day before the meeting or email enquiries@swdc.govt.nz

Meetings will be livestreamed on YouTube, where possible. Please note that all meeting cancellations, changes to scheduled start times and/or venues and open workshops will be notified online at: www.swdc.govt.nz

May 2026 – Additional Meeting:

People and Performance Committee

4 May 2026 at 11:00am

Mayor's Office at 19 Kitchener Street, Martinborough

Please note: the majority of this meeting will be held in public excluded and there is no public participation.

Janice Smith
Chief Executive Officer

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Family Notices

Deaths

POWELL,
Nola Agnes:
Of Masterton, passed
away in her 86th year. A
private family service
has been held at Nola's
request.

*Treasured Mum
and Nana.*



**ROSEWOOD
FUNERALS**
Masterton FDANZ
rosewoodfunerals.co.nz

Staying in
tonight?

Make sure you pick
up a copy of the TV
Guide — your ultimate
companion for the
latest Free-to-Air and
Sky TV listings.

The
TV GUIDE



Family Notice Classifieds

0800 287 322

familynotices@stuff.co.nz



Classifieds

Public Notices

Section 101, Sale and
Supply of Alcohol Act 2012
Blaken Limited, 5726
Masterton Castlepoint
Road, RD 9, Masterton
5889 has made application
to the District Licensing
Committee at Masterton
District Council for the
grant of an on-licence and
off-licence in respect of the
premises situated at 5726
Masterton Castlepoint
Road, RD 9, Masterton
known as Castlepoint
Hotel. The general nature
of the business conducted
under the licences is
Tavern. The days and
hours during which alcohol
is sold under the licences
are: On-licence Monday to
Sunday 11.00am to
11.00pm; Off-licence
Monday to Sunday
11.00am to 9.00pm. The
applications may be
inspected during ordinary
office hours of the relevant
District Licensing
Committee where the
premises is located. Any
person who is entitled to
object, and who wishes to
object to the grant of the
applications, may, no later
than 25 working days after
the date of the first
publication of this notice,
file their objection in writing
with the Secretary of the
relevant District Licensing
Committee. Masterton
District Council, 161
Queen Street, Masterton,
PO Box 444, Masterton
5840. No objection to the
issue of a licence may be
made in relation to a
matter other than a matter
specified in section 105(1)
of the Sale and Supply of
Alcohol Act 2012. This is
the second publication of
this notice 23 April 2026.
The first publication was on
16 April 2026.

Situations Wanted

LOOKING FOR WORK
Have licences 1, 2 & V
Phone 0274 766 575.

Fencing and Decks

FENCES We build quality
domestic fences, gates,
decks and security. Erecta
Fence Ph 027 247 7990.

Adult Massage

KATIE
Mature lady for massage.
Phone 022 497 6071.

Stock Sales

COUNTRY LIVESTOCK SALE

Friday 24th April
2026

Clareville A & P
Showgrounds
Auction commences
11.30am
Yards open from
8.30am for stock
arrivals

Stock expected
• 3 Hereford R1 heifers
• Feeder Calves
• Ewes
• Big lambs

**Our next Saturday
Auction is on 9th
May 11.30am**

Find us on FB or
phone/ txt us on
027 444 1669
or email

Countrylivestockauction
@gmail.com

Heading away?

Pause your
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Application



Off-Licence or Renewal of Off-Licence

Sale and Supply of Alcohol Act 2012

To: The Secretary

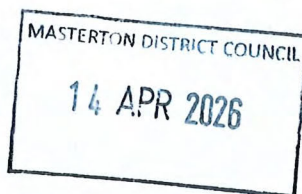
District Licensing Committee

(Please tick one)

☐ Carterton

☒ Masterton

☐ South Wairarapa



Reference No.

OF0012

1 Application Details

a) Application type (choose **one**):



New Off-Licence (section 100)



Renewal of Off-Licence (section 127(2))



Renewal of Off-Licence with Variation (sections 120 and 127(2))

b) Variations to current licence conditions *(if any)*:

(i) Which condition(s) do you want to vary *(attach a separate page if necessary)*:

(ii) Full reasons why variation is sought *(attach a separate page if necessary)*:

2 Endorsements

Select the endorsement(s) sought / to be renewed:



Auctioneer (section 39)



Remote sale (section 40)

3 Applicant Details

a) Full name(s) to be on licence *(Exact company name as shown on certificate of incorporation, or your full legal name)*:

BLAIKEN LIMITED

b) Status of Applicant:



Private Company



Partnership



Registered Limited Partnership



Body Corporate



Trustee



Territorial Authority



Public Company



Natural Person *(over 20 years old)*



Board, Organisation or other Body



Licensing Trust or Community Trust



Department of State *(or other instrument of the Crown Manager under the Protection of Personal and Property Rights Act 1988)*

c) Postal address for service of documents:

5726 Masterton Castlepoint Road, MASTERTON

d) Contact Details:

Name Celeste Blakesley

Telephone (06) 372 6747

Mobile 020 451 6547

Email blaikenltd@gmail.com

Website www.castlepointhotel.co.nz

Preferred means of formal contact ☐ Mail ☒ Email

e) Description of the principal business, and any other businesses:

Sale and Supply of food and alcohol
Accommodation.

f) State all criminal convictions (other than convictions for offences against provision of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies):

☒ No criminal convictions☐ Convictions - list here:

4 Further Details where the Applicant is a Natural Person

Full Legal Name Celeste Alice Blakesley

Any Aliases (e.g. maiden name)

☐ Male☒ Female

Residential Address 5726 Masterton Castlepoint Road, MASTERTON

Date of Birth

Place of Birth

Occupation

General Manager

5 Further Details where the Applicant is a Body Corporate (e.g. company)

a) Act under which the Body Corporate is incorporated:

Companies Act 1993

b) If a company, the full legal names of directors (attach a separate sheet if necessary):

Full Legal Name Celeste Alice Blakesley

Residential Address 5726 Masterton Castlepoint Road, MASTERTON

Date of Birth

Full Legal Name Amanda Catherine Aitken

Residential Address 5703A Masterton Castlepoint Road, MASTERTON

Date of Birth

c) Where the applicant is a **private company** under the Companies Act 1993, select one of the following:

☐ Authorised Capital ☒ Paid-up Capital

d) If a **private company**, the full details of each person who holds any shares issued by the company (attach a separate sheet if necessary):

Full Legal Name	Celeste Alice Blakesley		
Residential Address	5726 Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Face Value of Shares	50%	Occupation	General Manager
Full Legal Name	Amanda Catherine Aitken		
Residential Address	5703 A Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Face Value of Shares	50%	Occupation	School Principal - TINU
Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Face Value of Shares		Occupation	

e) If a **public company**, the full details of each person who holds 20 percent or more of the shares, or any particular class of shares, issued by the company (attach a separate sheet if necessary):

Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Designation			
Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Designation			
Full Legal Name			
Residential Address			
Date of Birth		Place of Birth	
Designation			

6 Further Details where the Applicant is a Partnership

Full details of each partner:

Full Legal Name	Celeste Alice Blakesley		
Residential Address	5726 Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Signature	<i>[Signature]</i>		
Full Legal Name	Amanda Catherine Aitken		
Residential Address	5703 A Masterton Castlepoint Road, MASTERTON		
Date of Birth		Place of Birth	
Signature	<i>[Signature]</i>		

7 Premises Details

a) Address 5726 Masterton Castlepoint Road, MASTERTON

b) Trading name for premises Castlepoint Hotel

c) Is the licence sought conditional on completing building work? ☐ Yes ☒ No

d) Does the applicant own the proposed licensed premises? ☐ Yes ☒ No

If **no** attach a completed building owner's approval form (page 8 of this form)

(i) What is the full name of the owner?

Holding My Ding Dong Limited.

(ii) What form of tenure, and term of tenure, will the applicant have? (e.g. leasehold, tenancy)

Leasehold, 3 years + rights of renewal.

8 Managers' Details

Full Name	Date of Birth	Certificate Number	Expiry Date
Courtney Ann Brown			
Amanda Catherine Aitken		In process	

9 Business Details

a) What is the general nature of the business to be conducted in the premises if the license is granted? (bottle store, tavern, winery cellar door, remote sales, supermarket, grocery, etc.)

HOTEL

b) Will the sale of alcohol be the principal purpose of the business?

☒ Yes ☐ No

If **no**, indicate what will be principal purpose of the business:

c) Is the applicant engaged, or intending to be engaged, in the sale or supply of goods other than alcohol and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and food?

☒ Yes ☐ No

If **yes**, describe the other goods or services:

Accommodation

d) If you intend to do remote sales, will they be by:

- ☐ Phone
☐ Internet sales
☐ Order form

e) Which days and hours do you propose to sell or supply alcohol under the licence?

Monday - Sunday
11am - 9pm

f) Is the premises a grocery store? ☐ Yes ☒ No

If **yes**, attach a statement of annual sales revenue detailing gross sales revenue (excluding GST) of food products, household items, alcohol tobacco and convenience foods (confectionary, ready-to-eat prepared food, snack food, or a drink (other than milk) sold in a container with a capacity of one litre or less) and other revenue. The Statement of sales must exclude revenue sales from New Zealand lotteries (e.g. Keno, LOTTO and Instant Kiwi).

This statement of annual sales revenue must be for a 12-month period ending no more than 90 days before the application is made. The statement of annual sales revenue is to be verified as correct, according to prepared accounts, by a chartered accountant.

If the application is for a new business (operating less than 12 months) or a business that has changed materially in the last 12 months, the statement of projected gross sales revenue is to be for the following 12 months.

10 Conditions

a) Describe your experience and training in the sale and supply of alcohol:

Amanda Aitken - Historical experience as bar tender + 2025-2026, 3 months experience @ Castpoint Hotel
 - LCA & Managers Certificate in process
 - Specialised training @ Chris Hince Hospitality
 Celeste Blakesley - Historical experience as bar tender 2025-2026, 3 months @ Castpoint
 - Previous Supervisor in off-licence premises
 - LCA & Specialised training @ Chris Hince Hospitality

b) Describe the steps that will be taken to prevent the sale and supply of alcohol to minors and intoxicated people:

- Continuous Supervision of off-licence premises during off-licence hours
 - ID requested from patrons appearing to be under 25 years of age
 - Refusal to sell alcohol where customer presents as intoxicated

c) Describe what other steps will be taken to promote the responsible consumption of alcohol:

- Refusal to hold sales while customers are patrons in bar
 - Visible safety posters & guidelines
 - Refusal to sell off-licence products to customers presenting w/ other people appearing under 25 and who cannot produce ID

d) Describe any other systems (including training) and staff that are, or will be, in place to comply with the Act. Attach a copy of your staff training plan/systems if applicable:

- All staff training to be provided by Chris Hince Hospitality in late April/May
 - Two additional members of staff to apply for Managers cert.

Off-Licence

NOTES:

1. The New Zealand Police are required by the Sale and Supply of Alcohol Act 2012 to make enquiries into the suitability of the applicant. This will involve the Police informing the District Licensing Committee of any convictions or concerns involving the applicant. Should there be any concerns, the applicant will also be informed.
2. This application, including personal information, will be available to the public and media as part of the District Licensing Committee's decision-making process.
3. This form must be accompanied by the prescribed fee.
4. The applicant must give public notice of this application (in Form 7) within 20 working days of filing with the District Licensing Committee (10 days for a renewal). The notice must comply with regulation 36, 37 or 38 (whichever applies) of the Sale and Supply of Alcohol Regulations 2013.
5. The applicant must ensure that notice of this application (in Form 7) is attached in a conspicuous place on or adjacent to the site to which this application relates, within 10 working days of filing with the District Licensing Committee. The Secretary of the District Licensing Committee may waive this requirement if it is deemed impracticable or unreasonable to display the notice.

Dated this 14th day of April 20 26

Signature of Applicant [Signature]

Applications must be submitted to the local council where the premises is located:

District Licensing Committee Masterton District Council PO Box 444 Masterton 5840 T 06 370 6300 E alcohol@mstn.govt.nz www.mstn.govt.nz	District Licensing Committee Carterton District Council PO Box 9 Carterton 5743 T 06 379 4030 E info@cdc.govt.nz www.cdc.govt.nz	District Licensing Committee South Wairarapa District Council PO Box 6 Martinborough 5741 T 06 306 9611 E health@swdc.govt.nz www.swdc.govt.nz
---	--	--



Building Evacuation Declaration

Premises name Castlepoint Hotel

Premises address 5726 Masterton Castlepoint Road, MASTERTON

Applicant Name BLAIKEN LIMITED

Contact Email and Phone Number 020 457 6547

I HEREBY STATE THAT (must tick one)

☒ The owner of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

☐ Because of the building's current use, its owner is not required to provide and maintain such a scheme;

OR

☐ Because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.

NOTE If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018- this does not require approval by Fire and Emergency New Zealand

Fire Evacuation Scheme

Most commonly a building requires an evacuation scheme because it is used for the following purposes:

- The gathering together, for any purpose of 100 or more persons:
- Providing employment facilities for 10 or more persons:
- Providing accommodation for more than 5 persons (other than in 3 or fewer household units):
- Storing or processing hazardous substances in quantities exceeding the minimum amounts prescribed in Schedule 3 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018.

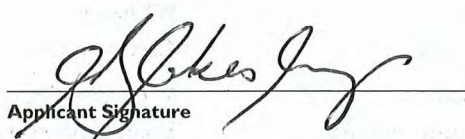
See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information.

If you are unsure that the building has or requires an approved evacuation scheme, check with the building owner. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site. www.fireandemergency.nz or Contact Fire and Emergency New Zealand directly.


Building Owner's Signature

Jason Osborne
Building Owner's Name (print)

27-3-26
Date


Applicant Signature

Celeste Blakesley
Applicant Name (print)

30/3/2026
Date

Your application will be forwarded to Fire Emergency NZ with this statement

Building Evacuation Declaration

Premises name

Castlepoint Hotel

Premises address

5726 Masterton Castlepoint Road, MASTERTON

Applicant Name

BLAIKEN LIMITED

Contact Email and
Phone Number

020 457 6547

I HEREBY STATE THAT (must tick one)

☒ The owner of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

☐ Because of the building's current use, its owner is not required to provide and maintain such a scheme;

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- The gathering together, **for any purpose of 100 or more persons:**
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See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information.

If you are unsure that the building has or requires an approved evacuation scheme, check with the building owner. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site. www.fireandemergency.nz or Contact Fire and Emergency New Zealand directly.

Building Owner's Signature_____
Applicant Signature_____
Building Owner's Name (print)_____
Applicant Name (print)_____
Date_____
Date

Your application will be forwarded to Fire Emergency NZ with this statement



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau



CARTERTON
DISTRICT COUNCIL



Off-Licence

Building Owner's Approval

If the applicant is not the owner of the building, the owner must complete this form. **Required for new applications.**

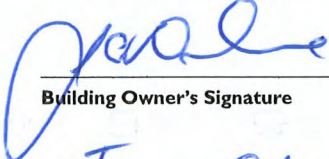
Premises name

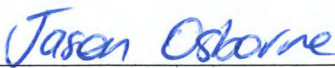
Castlepoint Hotel.

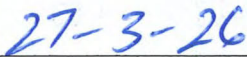
Premises address

5726 Masterton Castlepoint Road.

I HEREBY STATE THAT I have no objection to the Off-Licence being granted to allow the sale and supply of alcohol from the above premises.


Building Owner's Signature


Building Owner's Name (print)


Date

Off-Licence

CPTED Checklist for Off-licensed Premises**WINDOWS**

There is at least 50% transparency in the front of the premises	yes ☒	no ☐	n/a ☐
There is good visibility to and from the premises and the street	yes ☒	no ☐	n/a ☐

INTERNAL LAYOUT

The cash register is positioned near the main entrance	yes ☒	no ☐	n/a ☐
The cash register area is raised to improve visibility	yes ☒	no ☐	n/a ☐
Where there may be blind spots, mirrors or CCTV are installed	yes ☒	no ☐	n/a ☐
The safe is out of public view	yes ☒	no ☐	n/a ☐
No stock displays are greater than 1.3 metres	yes ☒	no ☐	n/a ☐
The entire premises can be seen by the cashier	yes ☒	no ☐	n/a ☐
There is good visibility into cold stores	yes ☒	no ☐	n/a ☐

LIGHTING

Internal lighting is suitable	yes ☒	no ☐	n/a ☐
Lighting allows for door staff to check ID and similar	yes ☒	no ☐	n/a ☐
Lighting allows customers to be seen as they enter the premises	yes ☒	no ☐	n/a ☐
External lighting is suitable	yes ☒	no ☐	n/a ☐
External lighting discourages loitering	yes ☒	no ☐	n/a ☐
Car parks and loading bays are well lit	yes ☒	no ☐	n/a ☐
Street lighting is outside the premises and is working properly	yes ☐	no ☐	n/a ☒

CCTV

CCTV is installed	yes ☒	no ☐	n/a ☐
CCTV is positioned to monitor vulnerable areas	yes ☒	no ☐	n/a ☐
Patrons are aware of the CCTV system	yes ☒	no ☐	n/a ☐
Staff know how to operate the CCTV system	yes ☒	no ☐	n/a ☐

continued

CPTED Checklist continued

SECURITY			
Doors and windows are reinforced	yes ☒	no ☐	n/a ☐
Nothing encourages loitering outside the premises (e.g. notice boards etc.)	yes ☒	no ☐	n/a ☐
There are no recessed entrances to the premises	yes ☒	no ☐	n/a ☐
Intruder alarm is installed	yes ☐	no ☒	n/a ☐
Alarm is monitored by a monitoring centre	yes ☐	no ☐	n/a ☒
Panic buttons are linked to intruder alarm	yes ☐	no ☐	n/a ☒
A door buzzer notifies staff of customers entering the store	yes ☐	no ☒	n/a ☐
There are sufficient numbers of staff to ensure control of the premises	yes ☒	no ☐	n/a ☐
Two or more workers are on duty after dark	yes ☒	no ☐	n/a ☐
Staff are visible to customers upon entering the store	yes ☒	no ☐	n/a ☐
Staff greet/acknowledge customers entering the store	yes ☒	no ☐	n/a ☐

CASTLEPOINT HOTEL

HOST RESPONSIBILITY

YOUR SAFETY IS OUR PRIORITY



NO SERVICE TO MINORS

ID REQUIRED IF UNDER 25

NO ALCOHOL UNDER 18



NO SERVICE TO INTOXICATED PERSONS

WE WILL NOT SERVE ALCOHOL TO INTOXICATED PATRONS.



FOOD & WATER AVAILABLE

SUBSTANTIAL FOOD & FREE WATER PROVIDED.



DRINK RESPONSIBLY

PLEASE PACE YOURSELF & KNOW YOUR LIMITS.



SAFE TRANSPORT OPTIONS

LET US HELP ARRANGE A SAFE RIDE HOME.



PLEASE RESPECT OUR STAFF

OUR TEAM IS HERE TO HELP YOU.

HOST RESPONSIBILITY IN ACTION

WE HAVE THE RIGHT TO REFUSE SERVICE IF CONDITIONS ARE NOT MET X

CASTLEPOINT HOTEL

HOST RESPONSIBILITY POLICY

Commitment to Responsible Service

Castlepoint Hotel is committed to the safe and responsible sale and supply of alcohol. Our approach is guided by the principles of harm minimisation and aligns with the requirements of the Sale and Supply of Alcohol Act 2012.

We actively promote a safe environment for all patrons, staff, and the wider community through structured systems, staff training, and consistent enforcement of our host responsibility practices.

Prevention of Intoxication

The prevention of intoxication is a key priority. Staff are trained to recognise early signs of intoxication and are expected to act promptly. Alcohol service is monitored continuously, and service will be slowed or stopped where necessary to prevent intoxication.

No alcohol will be served to any person who is intoxicated. This standard is applied consistently, with the Duty Manager supporting all decisions related to refusal of service.

Minors

Castlepoint Hotel operates a strict policy regarding minors. Alcohol will not be sold or supplied to any person under the age of 18.

Any patron who appears under the age of 25 will be required to present valid identification. Accepted forms of identification include a New Zealand Driver Licence, Passport, or Kiwi Access Card.

Failure to provide valid identification will result in refusal of service.

Food Availability

Substantial food is available at all times when alcohol is being served. This supports responsible consumption and provides patrons with options that help reduce the effects of alcohol.

A bar snack menu is available outside of standard kitchen hours to ensure food availability is maintained throughout operating hours.

Non-Alcoholic Beverages and Water

A range of non-alcoholic beverages is available at all times. Free drinking water is readily accessible and actively promoted to patrons.

Staff will encourage the consumption of non-alcoholic options where appropriate as part of responsible service practices.

Safe Transport

Recognising the rural location of Castlepoint Hotel, particular attention is given to ensuring patrons leave the premises safely.

Staff actively assess patron condition prior to departure and will discourage any intoxicated person from driving. Where required, staff will assist in arranging safe transport options.

Managing Intoxicated Patrons

Where a patron is identified as intoxicated, immediate action will be taken. This includes ceasing alcohol service, offering water or food, and supporting the patron to leave the premises safely.

If necessary, the patron will be required to leave the premises. The safety of all patrons and staff remains the priority at all times.

Staff Training and Support

All staff are trained in responsible service of alcohol, including identifying signs of intoxication, managing difficult situations, and understanding legal obligations.

The Duty Manager provides oversight and support to staff, ensuring that host responsibility practices are consistently applied.

Supervision and Monitoring

Licensed areas are actively supervised at all times. Staff maintain a visible presence and monitor patron behaviour continuously. Any emerging risks are addressed early to prevent escalation.

Refusal of Service

The Castlepoint Hotel fully supports staff in refusing service where required. Refusals are carried out in a calm and professional manner and are recorded in the refusal log.

There is no tolerance for unsafe service practices, and all staff are expected to adhere to this standard.

Signage

Appropriate and compliant signage is displayed throughout the premises, including:

- No service to minors
- No service to intoxicated persons
- Host responsibility messaging

Continuous Improvement

Host responsibility practices are regularly reviewed to ensure they remain effective and aligned with legal requirements. Feedback, incidents, and observations are used to strengthen systems and improve outcomes.

Notice of renewal of Manager's Certificate

DLC Ref: MC0569
Decision: 2026/20

Section 226, Sale and Supply of Alcohol Act 2012

Courteney Ann Brown

Your Manager's Certificate numbered **42/CERT/044/2024** is renewed.

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of managers' certificates, this certificate shall expire on the **16th day of December 2028** unless again renewed.

Dated at Masterton this 6th day of March 2026



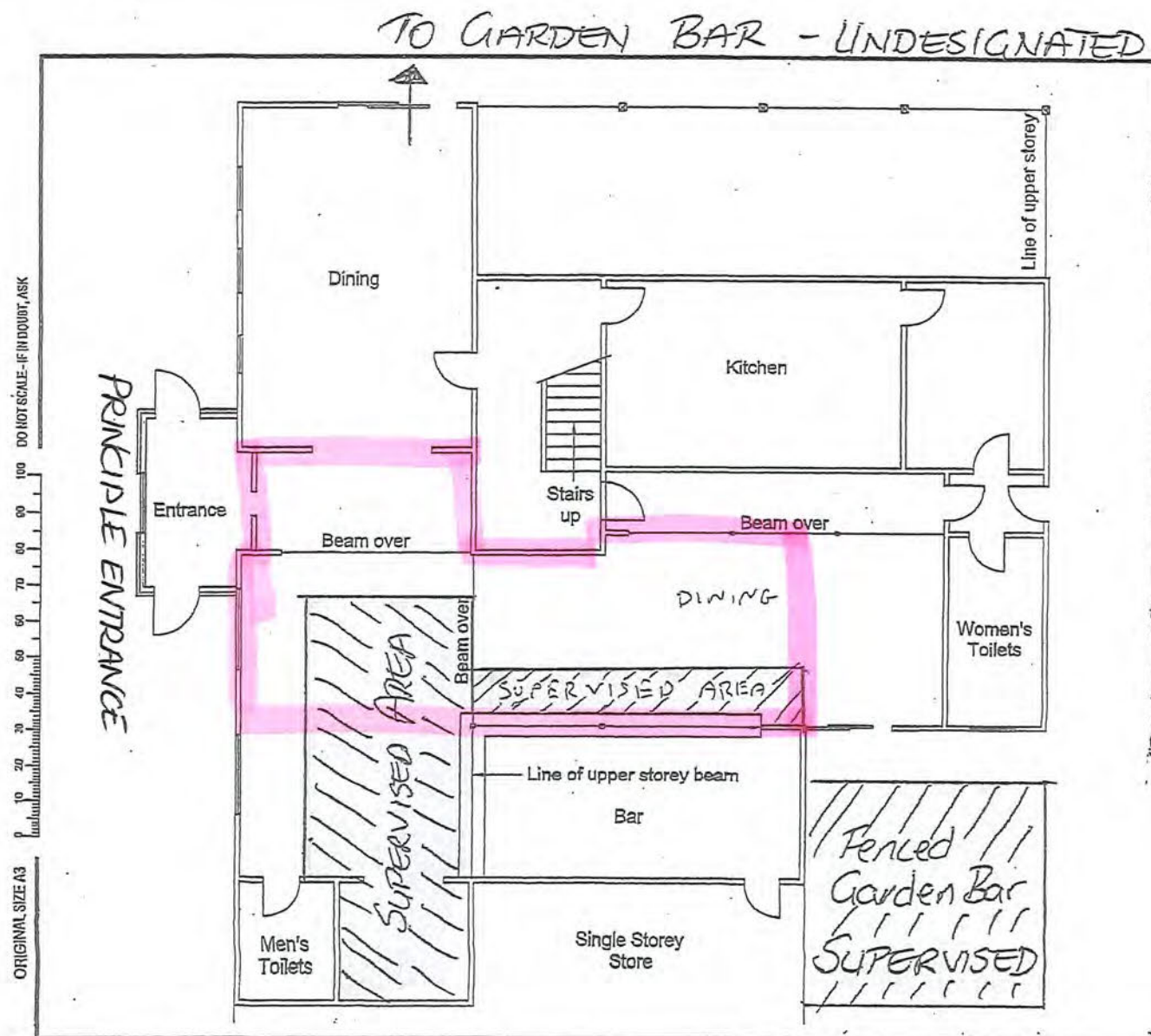
For Secretary

Masterton District Licensing Committee



MASTERTON
WHAKAORIORI
DISTRICT COUNCIL

MASTERTON DISTRICT COUNCIL
14 APR 2026
0 F0012



CASTLEPOINT HOTEL & GUESTHOUSE



NEW ZEALAND
COMPANIES OFFICE

COMPANIES
REGISTER

Certificate of Incorporation

BLAIKEN LIMITED

9407661

NZBN: 9429053467096

This is to certify that BLAIKEN LIMITED was incorporated under the Companies Act 1993 on the 23rd day of February 2026.

Registrar of Companies
23rd day of February 2026



26th February 2026

To: Whom it may concern,

Re: Application for Alcohol Licence – Castlepoint Hotel

This cover letter is in support of our application for an alcohol licence for the Castlepoint Hotel.

The Castlepoint Hotel is an important part of our local rural community. It is more than simply a licensed premises, it is a gathering place, a meeting hub, and a valued part of the social fabric of Castlepoint and the wider Tinui district. We are committed to ensuring it operates in a safe, responsible, and professional manner.

Between us, we bring strong governance, organisational, and leadership capability to this role. Celeste holds a Certificate in Business Administration and brings sound business management knowledge, attention to compliance requirements, and strong administrative oversight skills.

I am currently the Principal of Tinui School, a role that requires high levels of accountability, leadership, community engagement, and regulatory compliance. I hold a current LCQ qualification and am in the process of applying for my Duty Manager's Certificate. Through my professional work, I am well-versed in legislation, policy adherence, health and safety requirements, and creating safe environments for all members of the community.

We are both community-minded, safety-focused, and professionally responsible. We understand the obligations placed on licensed premises under the Sale and Supply of Alcohol Act 2012, particularly in relation to minimising alcohol-related harm and ensuring alcohol is sold and supplied safely and responsibly. We are committed to strong host responsibility practices, staff training, monitoring of intoxication levels, and ensuring the premises operates in a manner that enhances, rather than detracts from our community.

As locals, we value the trust placed in us. We are committed to maintaining a family-friendly, welcoming, and well-managed establishment that reflects the standards expected by both Council and our community.

We appreciate your consideration of our application and are happy to provide any further information required.

Yours sincerely,

Amanda Aitken
Principal, Tinui School
LCQ Holder | Duty Manager Applicant

Celeste Blakesley
Certificate in Business Administration

“The Whakataki”

CASTLEPOINT HOTEL



ON & OFF LICENCE APPLICATION

BUSINESS PLAN & OPERATIONS DOCUMENT

Premises: 2752 Masterton Castlepoint Road, Masterton 5889

Applicants: Amanda Aitken & Celeste Blakesley

Date: 26 March 2026

CONTENTS

1. Business Details
2. Business Overview
3. Hours of Operation
4. Management & Governance
5. Premises Control & Supervision
6. Accommodation
7. Host Responsibility Policy
8. Duty Manager Control Systems
9. Staff Training & Expectations
10. Safety & Risk Management
11. Community Responsibility
12. Food Control & Compliance
13. Records & Accountability
14. Commitment Statement
15. Declaration

1. BUSINESS DETAILS

Business Name: Castlepoint Hotel

Premises Address: 2752 Masterton Castlepoint Road, Masterton 5889

Licence Type: On Licence and Off Licence

Applicants / Operators:

Amanda Aitken

Celeste Blakesley

2. BUSINESS OVERVIEW

Castlepoint Hotel is a rural coastal hospitality venue providing:

- Restaurant dining
- Bar service
- Community gathering space
- Accommodation

The premises will operate as a highly controlled, professionally managed, and safety-focused environment, catering to both local residents and visitors.

Operations are structured to ensure:

- Responsible sale and supply of alcohol
- Early identification and prevention of intoxication
- Continuous supervision of patrons
- Full compliance with all legal and regulatory requirements

All systems align with the intent of the Sale and Supply of Alcohol Act 2012, with a clear focus on minimising alcohol-related harm.

3. HOURS OF OPERATION

Days of Operation:

Monday – Sunday

Restaurant Hours

11:30am – 8:30pm

A bar snack menu will remain available while the bar is open if the kitchen is closed.

Bar Hours

11:30am – 11:00pm

Alcohol will only be sold and supplied within licensed hours, with active monitoring throughout all service periods.

4. MANAGEMENT & GOVERNANCE

The business is operated by experienced individuals with strong leadership, compliance awareness, and operational control.

Amanda Aitken

- Principal, Tinui School (Masterton)
- Holds Licence Controller Qualification (LCQ)
- Applying for Duty Manager Certificate
- Extensive experience in leadership, risk management, and regulatory compliance

Celeste Blakesley

- Certificate in Business Administration
- Experience in business operations and customer service
- Strong capability in systems, organisation, and service delivery

Management ensures:

- Clear accountability at all times
- Consistent enforcement of host responsibility
- Structured staff supervision
- Ongoing monitoring of compliance

5. PREMISES CONTROL & SUPERVISION

The premises includes:

- Designated bar area
- Dining space
- Outdoor seating
- Kitchen facilities
- Accommodation

BAR OPERATIONS & DESIGNATED AREAS

The Castlepoint Hotel operates with clearly defined and controlled service areas to ensure the safe and responsible sale and supply of alcohol.

Designated Licensed Areas

Alcohol will only be sold and consumed within designated licensed areas of the premises, including:

- Main bar area
- Restaurant dining area
- Approved outdoor seating areas

All areas are clearly identifiable and actively supervised at all times.

Supervision and Control

- All licensed areas are under continuous supervision by staff and the Duty Manager
- Staff maintain clear visibility across patron areas
- Movement between areas is monitored to ensure compliance with licence conditions
- Immediate action is taken where behaviour presents risk

Visibility, Lighting & Monitoring

- The premises is well lit to ensure safe movement and clear visibility at all times
- Lighting is maintained at levels that support effective supervision of patrons
- The layout enables unobstructed sightlines across key service and seating areas

- Staff maintain an active floor presence to ensure continuous monitoring

Where appropriate:

- Additional monitoring measures may be implemented during busy periods or events to support safe operation

Alcohol Service

Alcohol service is structured, controlled, and actively monitored.

Products available include:

- Standard tap beers
- Bottled beers
- House wines
- Selected spirits and ready-to-drink beverages

Service is:

- Provided by trained staff only
- Overseen by the Duty Manager at all times
- Refused where legal or safety thresholds are reached

Compliance

All bar operations align with the requirements of the Sale and Supply of Alcohol Act 2012, with a clear focus on:

- Controlled service
- Active supervision
- Prevention of alcohol-related harm

Control Measures

- Clear sightlines across all patron areas
- Defined service points controlling alcohol supply
- Staff positioned for continuous supervision
- Immediate intervention when risk is identified
- CCTV video surveillance operating at all times

OFF LICENCE OPERATIONS

Castlepoint Hotel will operate an Off Licence in conjunction with its on-licence activities. All off-licence sales will be managed under strict controls to ensure compliance and minimise alcohol-related harm.

Nature of Off Licence Sales

The Off Licence will provide for the sale of alcohol for consumption off the premises.

Products available will include:

- Bottled beers
- Canned beverages
- Wine (including house wines)
- Selected ready-to-drink (RTD) beverages

No bulk or high-risk sales practices will be promoted.

Hours of Off Licence Trading

Off licence sales will occur only within approved licensed hours and will align with overall premises operating hours.

Alcohol will not be sold outside of licensed trading times under any circumstances.

Point of Sale and Control

- All off-licence sales will occur from a controlled service point within the bar area
- Sales will be made by trained staff only
- A Duty Manager will be on duty at all times during alcohol sales

Host Responsibility – Off Licence

The same host responsibility standards apply to off-licence sales as on-licence service.

Intoxication

- Alcohol will not be sold to intoxicated persons
- Staff are trained to identify and refuse service at early signs

Minors

- No alcohol will be sold to persons under 18
- ID will be required for anyone appearing under 25

Supply Controls

- Staff will monitor purchase quantities where necessary
- Sales will be refused if there is concern alcohol may be supplied to minors or misused
- No proxy purchasing will be permitted

Display and Storage

- Alcohol will be stored and displayed in a controlled area behind or within the bar
- Access to alcohol is restricted to staff only
- Products are not freely accessible to the public

Risk Management

Key risks associated with off-licence sales include:

- Supply to minors
- Proxy purchasing
- Supply to intoxicated persons

These risks are managed through:

- Staff training
- Strict ID checking procedures
- Active supervision
- Duty Manager oversight

Monitoring and Compliance

- All sales are actively supervised
- Any refusals or concerns are recorded in the incident/refusal log
- Systems are regularly reviewed to ensure ongoing compliance

Legislative Compliance

All off-licence operations are conducted in accordance with the Sale and Supply of Alcohol Act 2012, with a clear focus on:

- Controlled supply
- Prevention of harm
- Responsible retail practices

6. ACCOMMODATION

Castlepoint Hotel provides on-site accommodation as part of its overall hospitality offering. Accommodation is managed separately from bar operations, with clear controls in place to ensure guest safety and compliance.

Upstairs Accommodation

The premises includes three private guest rooms located upstairs:

- King Room
- Queen Room
- Prince Room

Each room is equipped with:

- Bathroom facilities
- Toilet
- Shower

These rooms provide self-contained, private accommodation for guests.

External Accommodation

Additional accommodation is provided in detached units, including:

- The Bach
- Shearer's Quarters

These facilities include:

- Kitchen facilities
- Bathroom and shower facilities
- Sleeping areas suitable for individuals or groups

Facilities are either contained within each unit or accessible within the accommodation area.

Separation from Licensed Areas

- Accommodation areas are clearly separated from bar and dining areas
- Guests are required to comply with all house and licence rules

Supervision and Guest Management

- Staff maintain oversight of accommodation use
- Guest behaviour is monitored where necessary to ensure safety and compliance
- Any issues are addressed promptly by management

Safety and Compliance

- All accommodation areas are maintained to a safe and hygienic standard
- Fire safety and emergency procedures are in place
- Guests are provided with clear expectations regarding behaviour and safety

Operational Approach

Accommodation supports the overall operation by:

- Providing a safe alternative to travelling after consuming alcohol
- Supporting responsible hosting practices
- Reducing alcohol-related harm in a rural setting

7. HOST RESPONSIBILITY POLICY

Host responsibility is actively embedded in daily operations through monitoring, early intervention, and clear decision-making.

Key Requirements

Intoxication

- Actively monitored at all times
- Service refused at early signs

Minors

- No service to persons under 18
- ID required for anyone appearing under 25

Accepted ID:

- NZ Driver Licence
- Passport
- Kiwi Access Card

Food

- Substantial food available whenever alcohol is served

Non-Alcoholic/low alcohol options

- Range available at all times
- Free water always accessible

Safe Transport

- Staff assess ability to leave safely
- Intoxicated patrons prevented from driving
- Transport assistance provided

Intervention

Where risk is identified:

- Service stops immediately
- Patron supported with food/water
- Safe exit managed

- Removal occurs if required

Signage

Displayed at all times:

- No service to minors
- No service to intoxicated persons
- Host responsibility messaging

8. DUTY MANAGER CONTROL SYSTEMS

A certified Duty Manager is present at all times alcohol is sold or supplied.

Responsibilities

- Full control of alcohol service
- Continuous monitoring of patrons
- Immediate decision-making
- Staff supervision
- Enforcement of legal requirements

Operational Procedures

Opening

- Safety check of premises
- Food and water confirmed
- Staff briefing completed
- Signage in place

During Service

- Active floor presence
- Behaviour monitored continuously
- ID checks enforced
- Early intervention applied

Refusal of Service

- Clear and consistent
- No negotiation where thresholds met
- Logged and recorded

Incident Management

- Immediate de-escalation
- Removal of risk
- Police contacted if required
- Fully documented

Closing

- Safe exit of all patrons
- Final intoxication checks
- Premises secured
- Logs completed

9. STAFF TRAINING & EXPECTATIONS

All staff are trained prior to serving alcohol.

Training Includes

- Responsible Service of Alcohol
- Identifying intoxication
- Conflict management
- Legal responsibilities

Expectations

- Immediate escalation of concerns
- No tolerance for unsafe service
- Compliance with all procedures
- Training is ongoing and recorded.

10. SAFETY & RISK MANAGEMENT

Risk is actively managed through structured systems.

Identified Risks

- Intoxication
- Disorderly behaviour
- Rural transport risks

Mitigation

- Early intervention
- Strong Duty Manager presence
- Continuous monitoring
- Staff training
- Controlled departure of patrons

Systems

- Incident register
- Refusal log
- Active supervision

11. COMMUNITY RESPONSIBILITY

Castlepoint Hotel recognises its role within a rural community.

We will:

- Maintain respectful relationships with neighbours
- Minimise noise and disruption
- Prevent nuisance and disorder
- Provide a safe, community-focused environment

12. FOOD CONTROL & COMPLIANCE

The business operates under a registered Food Control Plan.

We maintain:

- Safe food handling practices
- Clean and hygienic premises
- Full regulatory compliance

13. RECORDS & ACCOUNTABILITY

The following are maintained:

- Incident register
- Refusal log
- Staff training records
- Duty Manager records

These systems ensure accountability and continuous improvement.

14. COMMITMENT STATEMENT

The applicants are committed to operating Castlepoint Hotel as a highly controlled, responsible, and professionally managed licensed premises.

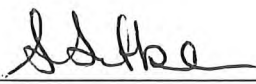
Operations are designed to:

- Prevent alcohol-related harm
- Meet and exceed regulatory expectations
- Maintain a safe environment

15. DECLARATION

We confirm that:

- The information provided in this business plan is accurate
- Systems outlined will be implemented and maintained
- All legal obligations will be met

Signed: 
Amanda Aitken

Date: 14/4/2026

Signed: 
Celeste Blakesley

Date: 14/04/2026



HINCE Hospitality LTD

Certificate of Attendance

Amanda Aitken

has attended a comprehensive three hour **Host Responsibility (HR)** course.

With regard to the SASAA (2012) and Covering:

Age- drinking v purchase age, penalties, designations, responsibilities, ID types and process.

Intoxication- SCAB model, interventions, exclusion.

Transport options and obligations. **Food** supply obligations and solutions,

Non and Low alcoholic drinks (inc. **water**) obligations and ideas.

Promotions – National guidelines. **Nature of alcohol** and it's effects.

Chris Hince (tutor)

Date 11/01/2026

HINCE Hospitality LTD

Certificate of Attendance

Celeste Blakesley

has attended a comprehensive three hour Host Responsibility (HR) course.

With regard to the SASAA (2012) and Covering:

Age- drinking v purchase age, penalties, designations, responsibilities, ID types and process.

Intoxication- SCAB model, interventions, exclusion.

Transport options and obligations. **Food** supply obligations and solutions,

Non and Low alcoholic drinks (inc. **water**) obligations and ideas.

Promotions – National guidelines. **Nature of alcohol** and it's effects.

Chris Hince (tutor)

Date 11/01/2026

10 June 2026

To the Secretary
Masterton District Licensing Committee



Application: **On-licence and Off-licence – New Applications**

Applicant: **Blaiken Limited (Castlepoint Hotel)**

Ref: **ON0026 & OF0012**

This letter serves as a certificate for the purpose of
Section 100(f) of the Sale and Supply of Alcohol Act 2012

The building is situated at 5726 Masterton Castlepoint Road, Masterton and is an existing building that will have no change of use and as such meets the requirements of the New Zealand Building Code to the extent required by the Building Act 2004.

Signed for and on behalf of the Council:

A handwritten signature in black ink, appearing to read 'Shane Taane', written over a faint, circular official stamp.

Shane Taane
Building and Planning Manager

11 June 2026



To the Secretary
Masterton District Licensing Committee

Application: **On-licence and Off-licence – New Applications**

Applicant: **Blaiken Limited (Castlepoint Hotel)**

Ref: **ON0026 & OF0012**

This letter serves as a certificate for the purpose of
Section 100(f) of the Sale and Supply of Alcohol Act 2012

The premises at **5726 Masterton Castlepoint Road, Masterton**

Is in the **General Rural Zone of the Masterton District** where the activity has existing use of rights. Accordingly the proposed use of the building meets the requirements of the Resource Management Act 1991 and the Operative and Proposed Wairarapa Combined District Plan(s).

Signed for and on behalf of the Council:

A handwritten signature in black ink, appearing to read 'Shane', is written over a light blue rectangular background.

Shane Taane
Building and Planning Manager

Family Notices

Deaths

PETERKEN,

Maureen Eleanor
(nee Taylor):

Of Greytown. On 13th April 2026 suddenly at Wellington Hospital, surrounded by family. Aged 74 years. Dearly loved wife of Bruce. Loved mother of Rebecca, Mathew and the late Quentin. Loved Grandmother, Aunt and friend to many. A celebration of Maureen's life will be held in the Richmond Chapel, Richmond Rd, Carterton, on Friday 17th April 2026 at 2pm followed by private cremation. Maureen's service will be livestreamed. Messages to the Peterken family, C/- PO Box 185 Carterton, 5743 or visit Maureen's tribute page at www.tributes.co.nz



Family Notice Classifieds

0800 287 322



Classifieds

Firewood

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\$110 per m3.
Free delivery.
Phone 027 227 2999.

Public Notices

Section 101, Sale and Supply of Alcohol Act 2012
Blaiken Limited, 5726 Masterton Castlepoint Road, RD 9, Masterton 5889 has made application to the District Licensing Committee at Masterton District Council for the grant of an on-licence and off-licence in respect of the premises situated at 5726 Masterton Castlepoint Road, RD 9, Masterton known as Castlepoint Hotel. The general nature of the business conducted under the licences is Tavern. The days and hours during which alcohol is sold under the licences are: On-licence Monday to Sunday 11.00am to 11.00pm; Off-licence Monday to Sunday 11.00am to 9.00pm. The applications may be inspected during ordinary office hours of the relevant District Licensing Committee where the premises is located. Any person who is entitled to object, and who wishes to object to the grant of the applications, may, no later than 25 working days after the date of the first publication of this notice, file their objection in writing with the Secretary of the relevant District Licensing Committee. Masterton District Council, 161 Queen Street, Masterton, PO Box 444, Masterton 5840. No objection to the issue of a licence may be made in relation to a matter other than a matter specified in section 105(1) of the Sale and Supply of Alcohol Act 2012. This is the first publication of this notice 16 April 2026.

Fencing and Decks

FENCES We build quality domestic fences, gates, decks and security. Erecta Fence Ph 027 247 7990.

Adult Massage

KATIE

Mature lady for massage.
Phone 022 497 6071.

To Lease

TRADESMAN/STORAGE
Industrial Unit, 140m2. toilet,
Phone 0274 410 345.

Stock Sales

COUNTRY LIVESTOCK SALE

Friday 17th April
2026

Clareville A & P
Showgrounds

Auction commences
11.30am Yards open
from 8.30am for
stock arrivals

Stock expected

- 6 Feeder Calves
- 3 weaner heifer Angus
- Fat lambs
- Ewes RWR
- Wethers

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Public Notices



SOUTH WAIRARAPA
DISTRICT COUNCIL
Kia Reretahi Tātau

NOTICE OF MEETINGS

Meeting agendas are available for inspection at least two days before the meeting at the district libraries, council offices and at www.swdc.govt.nz

Public participation is welcome. If you wish to speak during the public participation session at any meeting, please phone 06 306 9611 at least one day before the meeting or email enquiries@swdc.govt.nz

Meetings will be livestreamed on YouTube, where possible. Please note that all meeting cancellations, changes to scheduled start times and/or venues and open workshops will be notified online at: www.swdc.govt.nz

May 2026 – Additional Meeting:

People and Performance Committee

4 May 2026 at 11:00am

Mayor's Office at 19 Kitchener Street, Martinborough

Please note: the majority of this meeting will be held in public excluded and there is no public participation.

Janice Smith
Chief Executive Officer

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Family Notices

Deaths

POWELL,
Nola Agnes:
Of Masterton, passed
away in her 86th year. A
private family service
has been held at Nola's
request.

*Treasured Mum
and Nana.*



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TV GUIDE



Family Notice Classifieds

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Classifieds

Public Notices

Section 101, Sale and
Supply of Alcohol Act 2012
Blaken Limited, 5726
Masterton Castlepoint
Road, RD 9, Masterton
5889 has made application
to the District Licensing
Committee at Masterton
District Council for the
grant of an on-licence and
off-licence in respect of the
premises situated at 5726
Masterton Castlepoint
Road, RD 9, Masterton
known as Castlepoint
Hotel. The general nature
of the business conducted
under the licences is
Tavern. The days and
hours during which alcohol
is sold under the licences
are: On-licence Monday to
Sunday 11.00am to
11.00pm; Off-licence
Monday to Sunday
11.00am to 9.00pm. The
applications may be
inspected during ordinary
office hours of the relevant
District Licensing
Committee where the
premises is located. Any
person who is entitled to
object, and who wishes to
object to the grant of the
applications, may, no later
than 25 working days after
the date of the first
publication of this notice,
file their objection in writing
with the Secretary of the
relevant District Licensing
Committee. Masterton
District Council, 161
Queen Street, Masterton,
PO Box 444, Masterton
5840. No objection to the
issue of a licence may be
made in relation to a
matter other than a matter
specified in section 105(1)
of the Sale and Supply of
Alcohol Act 2012. This is
the second publication of
this notice 23 April 2026.
The first publication was on
16 April 2026.

Situations Wanted

LOOKING FOR WORK
Have licences 1, 2 & V
Phone 0274 766 575.

Fencing and Decks

FENCES We build quality
domestic fences, gates,
decks and security. Erecta
Fence Ph 027 247 7990.

Adult Massage

KATIE
Mature lady for massage.
Phone 022 497 6071.

Stock Sales

COUNTRY LIVESTOCK SALE

Friday 24th April
2026

Clareville A & P
Showgrounds
Auction commences
11.30am
Yards open from
8.30am for stock
arrivals

Stock expected
• 3 Hereford R1 heifers
• Feeder Calves
• Ewes
• Big lambs

**Our next Saturday
Auction is on 9th
May 11.30am**

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Report on a new on-licence and off licence application

under section 103(2) of the Sale and Supply of Alcohol Act 2012

To	Masterton District Licensing Committee
From	Bronwyn Johnson, Licensing Inspector
Date	3 June 2026

Application description

Applicant's name	Blaiken Limited
DLC Reference	ON0026 & OF0012
Trading name	Castlepoint Hotel
Address of premises	5726 Masterton Castlepoint Road, Masterton
Date of application	14 April 2026
Type of business	Hotel
Risk category	Medium Risk

Summary of parties

Party	Stance	Grounds for opposition/objection
Public Objectors	No public objectors	N/A
Police	Not opposed	N/A
Medical Officer of Health	Not opposed	7 May 2026 Matters in opposition - Section 105(1)(b) - Suitability of the applicant - Section 131(1)(c) - Other Matters - Section 105(1)(a) - The object and purpose of the Act. The MOH withdrew the opposition on 3 June 2026
Inspector	Not opposed	N/A

Executive summary

1. This is a report on a new on-licence and new off licence application. The criteria found in section 105 of the Sale and Supply of Alcohol Act 2012 (the Act) apply to the applications.
2. The applications have resulted from a change in ownership of the premises. The premises is unlicensed.

3. A pre-arranged inspection of the premises was carried out on 28 April 2026. The persons spoken to were Amanda Aitken and Celeste Blakesley the Directors and Shareholders of the applicant company Blaiken Limited. Anoop Gopalakrishnan, Senior Compliance Officer Health NZ was also present.

Background of Premises

4. The premises has been operated with on and off-licences by various operators for a number of years.
5. The former licensee's (Fireballs Imports Limited) applications for renewal of the on and off licences for The Castlepoint Hotel were declined by the Masterton District Licensing Committee (DLC) on 12 November 2025. Decision No: 2025/144-145 DLC. The applicant appealed the DLC decision with Alcohol Regulatory and Licensing Authority (ARLA). An order for a stay of the DLC decision was issued by ARLA to allow the premises to continue operating, with conditions, until the appeal was heard. Minute of the Authority (Order for the Stay of the Decision 18 December 2025). Following a breach of the conditions of the stay, the stay was lifted by ARLA on 9 February 2026. [2026] NZALRA 17. Fireballs Imports Limited withdrew their appeal of the DLC decision on 17 February 2026.

The premises has no alcohol licence in force.

6. The applicants have previously worked for Fireballs Imports Limited. Jason LE GROVE and Jason OSBORNE are Directors of Fireballs Imports Limited. Ashley Lloyd THOMAS is 100% shareholder.
7. Holding My Dingdong Limited owns the building. Jason LE GROVE, Jason OSBORNE and Ashley Lloyd THOMAS are Directors and Shareholders of this company.
8. The applicants have provided written evidence that Fireballs Imports Limited will not be involved in this business operation. They have stated: "*They (Fireballs Imports Limited) will not have any management role, financial interest, operational control, or influence over the business. The new business will be independently owned and operated by Amanda Aitken and Celeste Blakesley.*"

External agencies (s.105(1)(k))

9. Police reported on the applications on 6 May 2026 and do not oppose the applications. The Police noted the following in the report: "*Of note: For the licensing inspector, a detailed staff training manual to be provided by the applicant would be beneficial for assessing this application. This will clarify and give reassurance on what information is being covered in detail.*"

Further in my report I have noted staff training.

10. The Medical Officer of Health reported on the applications on 7 May 2026 and initially opposed the applications because there was insufficient information to make full assessment of the legal requirements.

Section 105(1)(b) - Suitability of the applicant

Section 131(1)(c) - Other Matters

Section 105(1)(a) - The object and purpose of the Act

Details of opposition:

Suitability of the applicant:

The MoH supports the other agencies in their concerns regarding the suitability of the applicant. Issues regarding suitability will have a bearing on how this premise operates, which in turn affects the locality and its surroundings.

Other matters:

There is a reasonable expectation that this premise could have an adverse effect on the locality, this includes potential negative impacts on the community, amenity and good order as well as public health.

The Object and Purpose of the Act:

As it stands, we are unable to assess this application based on the object of the Act.

11. The MOH stated further information received from the applicant would enable us to make a full assessment. The Inspector initially had similar concerns and has requested further information from the applicant.
12. After information was supplied by the applicant (information below) the opposition on behalf of the Medical Officer of Health was withdrawn on 3 June 2026.

Summary of Inspector Discussions and Further Information Requests

13. Below is a list of information requested and provided during the Inspector's inquiry into the applications. The information was provided to the Medical Officer of Health.

29 April 2026	Supplementary Alcohol Safety Plan Provided by applicant following site meeting on 28 April 2026	Appendix A
7 May 2026	Inspector request for additional information	Appendix B

	• Clarification of any relationship with the former licence holder Fireballs Imports Limited and advise what involvement they may have you're your business • Duty Managers: additional information about how they will ensure sufficient duty managers • Details about how the new management will ensure management systems in place and implemented to ensure that the serious systems failures of their previous employer will not recur • Staff training manuals • Procedures for managing intoxication • Incident reporting and review • Proactive Harm Minimisation Measures • Peak Risk Period Management • Accountability	
11 May 2026	Additional Information provided by applicant	Appendix C
15 May 2026	Inspector reviewed information supplied 11 May 2026 and discussed their concerns in person with Amanda Aitken. The Inspector had concerns that the information provided was generic and not tailored for this business. It did not provide sufficient and specific detail about how they intend to operate and manage the premises, in particular compliance with 105(1) (j) <i>the applicant has appropriate systems, staff, and training to comply with the law</i>: The Inspector indicated that they would oppose the applications	
18 May 2026	Applicant provided updated document <i>Document Info for Council - re Health Objection (1)</i> Amanda Aitken also provided written undertaking that she would only be duty manager at Whakataki Hotel in support of her application for Managers Certificate	Appendix D
25 May 2026	Inspector reviewed the revised information supplied and sought clarification on the following: • Kim O'Neale Duty Manager. How often employed and when she will be working • Specific Training information for applicant and proposed training for staff	Appendix E

25 May 2026	Applicant provided Confirmation Kim O'Neale employment details Hince Hospitality Ltd training for applicants including copies of training certificates and proposed training for staff	Appendix F
26 May 2026	Applicant provided copy of Kim O'Neale's Manager's Certificate	Appendix G
3 June 2026	Medical Officer of Health withdrew opposition	

14. During the investigation the Inspector initially intended to oppose the applications on the following grounds:

Section 105 of the Sale and Supply of Alcohol Act 2012:

(1)(a) Object of the Act

(1)(b) The suitability of the applicant

(1)(j) Appropriate systems, staff, and training to comply with the Act

15. The additional information provided by the applicant on 18 May 2026 and 25 May 2026 has provided sufficient evidence to demonstrate that Blaiken Limited will be able to comply with the Sale and Supply of Alcohol Act 2012. The Inspector further notes that should the licences be granted, regular compliance inspections will be required to confirm that the systems staff and training have been implemented and compliance with the Act. Compliance inspections would be scheduled over the 12-month licence period to include high risk busy times and undertaken with partner agencies Police and Medical Officer of Health. The applicant has been advised to expect a high level of compliance scrutiny if the licences are granted.

Public notices and objections

16. The applications have been publicly notified as follows:

Type	First date	Second date
Wairarapa Times Age	16/04/2026	23/04/2026
Last day for objections	22/05/2026	

17. No public objections have been made.

18. Initially Fire and Emergency New Zealand (FENZ) advised on 15 April 2026: *Fire and Emergency do not currently support this application due to the building not currently being compliant with our regulations. An evacuation scheme was approved for the building in August 2023; however, we have not received any notifications of trial evacuations since then (required every 6 months)*

FENZ advised on 28 April 2026: *A trial evacuation has now been completed and notified to us for this building. We now have no further objection to this application as the scheme is now compliant.*

Kind of premises (s. 32) (off-licence)

19. An off-licence may be issued for this kind of premises, because it meets the description found at section 32(1)(a) of the Act.

Endorsement

20. The applicant does not seek any endorsements for the licences.

Suitability of the applicant (s.105(1)(b))

21. The applicant is a registered company, which can hold a licence under section 28(1)(b) of the Act.
22. The company directors and shareholders are

Name	Position
Amanda Catherine AITKEN	Director and 50% Shareholder
Celeste Alice BLAKESLEY	Director and 50% Shareholder

23. The previous licences were not renewed because of significant compliance issues including intoxication. The applicants had previously worked at the premises under the former licensee. Further information was requested by the Inspector about the working relationship with the former owners and clarification about what input they would have in this premises. The applicant has provided written evidence on 11 May and 18 May 2026 that Fireballs Imports Limited will not be involved in this business operation. See **Appendix C and Appendix D**.
24. Celeste Blakesley disclosed that she is the sister of Jason Osborne's partner. Jason Osborne is a director of both Fireballs Imports Limited and Holding My Dingdong Limited. She further stated that there will be no involvement through the family connection.
25. The Committee should apply a heightened standard in assessing the applicant's suitability.

26. The applicant's experience with licensed premises is limited to part-time bar staff at The Castlepoint Hotel for three months from November 2025 to February 2026. Amanda Aitkin and Celeste Blakesley have both completed the Licence Controller Qualification and have undertaken training with Hince Hospitality Limited. Amanda Aitken has previously worked part time as bar staff at Cobb Bar Palmerston North from 2010 to 2015. Celeste Blakesley has previously worked at a supermarket off licence as a supervisor. The Inspector had concerns about the applicant having only worked at this premises under the former licensee when there were serious concerns that led to the licences being cancelled and having insufficient recent experience for this type of premises in this area. The applicant has provided further information about systems, training and staff to support their applications. They have also employed two experienced duty managers. Amanda Aitken's employment as a local school principal provides some weight to her suitability.
27. During the inspection, I had a general discussion with the two directors Amanda Aitken and Celeste Blakesley. The applicant is aware of its responsibility under the Act.

Comment

28. I have no concerns with the applicant's suitability.

Days and hours (s.105(1)(d))

29. The proposed licensed days and hours sought are:

On-licence: Monday to Sunday 11.00am to 11.00pm

Off-licence: Monday to Sunday 11.00am to 9.00pm

30. The applicant has advised the following proposed trading hours:

Wednesday to Sunday

Bar: 4.00pm – 11.00pm

Restaurant: 5.00pm – 8.00pm

Outside of kitchen operating hours, they intend to offer a bar snack menu.

31. The applicant has stated that the proposed trading hours are indicative only and are subject to change depending on seasonal demand, winter trading patterns, public holidays, special events, staffing, and other operational requirements.
32. I have no objection to the proposed hours.

- 33. The licensed hours sought by the applicant seem appropriate given the nature of the proposed licensed premises and the nature of the locality.
- 34. The proposed days and hours are consistent with the Wairarapa Local Alcohol Policy.
- 35. I have no concerns with the proposed days and hours.

Design and layout of the premises (s. 105(1)(e))

- 36. Planning and building certificates are attached to the applications. The proposed use of the premises meets the requirements of the Resource Management Act 1991 and the building code.
- 37. A building evacuation declaration was signed by both the building owner and applicant stating that under Fire and Emergency New Zealand Act 2017: the building provides and maintains an evacuation scheme as required by section 76. As noted under the public objection section FENZ's initial objection has been withdrawn.
- 38. The premises is a rural two-storey hotel with upstairs accommodation. The accommodation area is managed separately from the bar operations and is not included as part of the licensed premises. The premises is intending to operate as a hotel.
- 39. The layout of the proposed on-licensed area consists of the bar and separate restaurant dining area and two outdoor areas. The Garden Bar includes the play area which has been excluded from the licensed area. This area is accessed from the dining area and has some CCTV coverage. The second outdoor area identified as Fenced Garden Bar is accessed internally from the bar/dining area.
- 40. The outdoor areas are not visible from the point of sale; however, the applicant is aware that staff should have a roving presence across the premises to monitor patrons. There is also some CCTV coverage for the outside area, however this does not include the Fenced Garden Bar.
- 41. The bar and Fenced Garden Bar are designated as Supervised and clearly marked on the submitted plan.
- 42. The proposed designation is Supervised – Bar and Fenced Garden Bar. This designation is suitable for the style of licences and is consistent with the requirements of section 119 of the Act.
- 43. The licensed areas are more precisely identified on the plans date stamped as received by Masterton District Licensing Committee on 14 April 2026. See **Appendix H (on licence) and Appendix I (off licence).**

- 44. Off licence sales are from the bar area, there is no stand-alone bottle store. Off sales are to be made from a controlled service point within the bar area. Alcohol will be stored and displayed behind the bar with access restricted to staff.
- 45. Photographs of the premises are attached in **Appendix J**.
- 46. The premises is generally well maintained and has made application for registration under the Food Act 2014.
- 47. The CPTED assessment has been undertaken by the applicant.
- 48. CCTV cameras are in the interior and exterior of the premises.
- 49. I have no concerns with the design and layout of the premises.

Amenity and good order of the locality (s.105(1) (h) & (i))

Introduction

- 50. The premises is located in the General Rural planning zone area. The premises is not within an alcohol ban area. The surrounding area is rural farm properties, Castlepoint Community Hall and a golf course.
- 51. The premises serves predominantly the local farming community, beach community and holiday makers.
- 52. A GIS plan of the surrounding area is attached in **Appendix K**.

Density

- 53. Within 500m of the premises there is one club licensed premises, Castlepoint Golf Club.
- 54. Given the nature of the premises, and that an on and off licence of this style has operated until February 2026 it is unlikely to make the area worse.

Sensitive sites

- 55. Within 500m of the premises are no sensitive sites.
- 56. The premises has no history of any noise issues under the previous licensee. There are no noise concerns and no recommendation for noise conditions to be applied to the licence.
- 57. Given the nature of the premises, issues of noise, nuisance and vandalism seem unlikely.

Visual amenity

- 58. The premises are tidy.

- 59. There is no graffiti/damage to the premises. The look and feel of the premises is in fitting with the character of the area. The exterior of the premises appears to be clean and tidy.
- 60. The immediate vicinity of the premises is rural farmland, Castlepoint Community Hall and Castlepoint Golf Club.
- 61. Currently, the amenity and good order of the locality is good.
- 62. In terms of section 105(1)(h) of the Act, there is no reason to believe that the amenity and good order of the locality would be likely to be reduced, to more than a minor extent, by the effects of the issue of the licence.

Systems, staff and training (s.105(1)(j))

Systems

- 63. A food menu has been provided showing the types of food that will be available. Food is actively promoted from menus located at the bar, entrance and tabletops menus in the dining areas.
- 64. A beverage menu was provided. A range of non-alcohol beverages will be available. At least one low alcohol beverage will be available.
- 65. Free water is provided from the bar. Water is self-supply which has a UV treatment system.
- 66. Alternative transport options will be displayed on the premises showing a courtesy coach available to take patrons home. Staff will also be available to assist with transport if required.
- 67. A Host Responsibility Policy has been provided with the applications. It will be a condition that it is displayed on the premises.
- 68. ID checking is undertaken by staff for all persons who appear to be under 25 years old.
- 69. All staff are trained in identifying signs of intoxication. All intoxicated patrons removed from premises are to be logged in the incident log. The business will allocate a location as a "place of safety" when persons cannot be removed immediately: This will be a quiet part of the licensed premises where staff can observe patrons.
- 70. Off sales products include bottled beer, canned beverages, wine, and RTD's. Single serves of beer and RTD's will be available, the applicant indicated this would likely be a small part of the sales and typically for holiday makers and tourists who only want a single serve.

71. Off sales supply controls will include staff monitoring purchase quantities where necessary, refusing if concerns including supply to minors or misuse. Given the likely low volume of single serves and the control measures in place, the inspector is of the view that a single serve condition is not required.
72. The applicant intends to engage suitable qualified and experienced security/door staff for large events.

Staff

73. The applicant has supplied the following names of the certificated managers.

Name	Certificate No.	Expiry Date
Courtney Anne BROWN	42/CERT/044/2024	16 December 2028
Kim Elizabeth O'NEALE	42/CERT/048/2014	8 July 2027
Amanda Catherine AITKEN	Application in progress. Interview completed. No opposition from Police or Inspector	

74. An up-to-date certified manager's register will be available onsite within the On-licence toolkit folder.

Training

75. The applicant has provided a comprehensive training policy. This includes documented staff training, ServeWise, LCQ, training records, frequency, who is responsible for training. Refer to **Appendix D & F**

Promotions

76. The applicant intends to have limited alcohol promotion. They have stated promotions won't encourage excessive drinking such as drinking games, large volume alcohol specials or anything designed to push rapid alcohol conditions will be simple and responsible more focussed around food, community events or the overall pub experience rather than cheap alcohol.
77. The applicant is aware they cannot promote alcohol irresponsibility in accordance with section 237.
78. No Remote sales are proposed.

Comment

79. The applicant appears to have appropriate systems, staff, and training to comply with the law.

Other goods and services (s.105(1)(f)(g))

80. The premises are a hotel. The accommodation has not been included as part of the licensed area. I have no concerns with other goods and services at the premises.

Local Alcohol Policy (s.105(1)(c))

81. The applications meet the requirements in the Wairarapa Local Alcohol Policy.

The object of the Act (s.105(1)(a))

82. The object of the Act is to ensure the safe sale, supply and consumption of alcohol, and to minimise alcohol-related harm.
83. There is nothing to suggest that granting the applications would be contrary to the object of the Act.

Conclusion and conditions

84. I do not oppose the applications.
85. The following is recommended for the conditions of the on and off licences.

ON-LICENCE

- a) alcohol may be sold only on the following days and during the following hours:
Monday to Sunday 11.00am to 11.00pm
- b) Each of the following parts of the premises is designated as Supervised:
Bar and Fenced Garden Bar Area
- c) drinking water is to be provided to patrons free of charge from a water supply prominently situated on the premises
- d) at all times the premises are open for the sale and supply of alcohol, a range of substantive food must be readily available. A minimum of three types of food should be available. Menus must be visible, and food actively promoted
- e) the licensee must have available for consumption on the premises, at all times when the premises are open for the sale of alcohol, a reasonable range of non-alcoholic refreshments and low alcohol beverages
- f) the licensee must provide information, advice, and assistance about alternative forms of transport available to patrons from the licensed premises
- g) the licensee must display signage as follows:
 - i. at every point-of-sale detailing restriction on the sale and supply of alcohol to minors and intoxicated persons;
 - ii. a copy of the licence attached to the inside of the premises so as to be easily read by people entering each principal entrance to the premises; and

- iii. a sign prominently displayed at the premises, which identifies by name the manager for the time being on duty;
- iv. a copy of the Host Responsibility Policy in view of the public.

OFF-LICENCE

- a) no alcohol is to be sold or delivered on Good Friday, Easter Sunday, Christmas Day, or before 1pm on Anzac Day
- b) alcohol may be sold only on the following days and during the following hours:
Monday to Sunday 11.00am to 9.00pm
- c) each of the following parts of the premises is designated as Supervised:
Bar
- d) the licensee must display signage as follows:
 - i. at every point-of-sale detailing restriction on the sale and supply of alcohol to minors and intoxicated persons;
 - ii. a copy of the licence attached to the inside of the premises so as to be easily read by people entering each principal entrance to the premises; and
 - iii. a sign prominently displayed in a prominent place on the premises, which identifies by name the manager for the time being on duty;
 - iv. a copy of the Host Responsibility Policy in view of the public
- e) drinking water is to be freely available to customers, while alcohol is being supplied free as a sample at the place where the samples are being supplied.



Bronwyn Johnson
Chief Licensing Inspector

APPENDIX LIST

Appendix A	Supplementary Alcohol Safety Plan provided 29 April 2026
Appendix B	Additional Information request - 7 May 2026
Appendix C	Additional Information provided by applicant 11 May 2026
Appendix D	Updated Information provided by applicant 18 May 2026
Appendix E	Further information request - 25 May 2026
Appendix F	Additional Information provided 25 May 2026
Appendix G	Kim O'Neale Manager's Certificate provided 26 May 2026
Appendix H	On Licence Plan dated 14 April 2026
Appendix I	Off Licence Plan dated 14 April 2026
Appendix J	Photographs taken 28 April 2026
Appendix K	GIS Map

APPENDIX A
Supplementary Alcohol Safety Plan provided 29 April 2026

At Castlepoint Hotel, we recognise our responsibility as a rural coastal venue and community hub. We are committed to ensuring alcohol is served safely, responsibly, and in a way that minimises harm to our patrons and the wider Castlepoint community.

Due to our isolated location, we place a strong emphasis on proactive management, staff training, and safe transport options to ensure all patrons can enjoy the premises responsibly.

Staff Training Policy

All staff involved in the sale and supply of alcohol at Castlepoint Hotel are trained under our ServeWise training programme, delivered regularly by Chris Hince.

Training covers:

- Responsibilities under the Sale and Supply of Alcohol Act
- Identifying and responding to signs of intoxication
- Refusing service and managing difficult situations
- Host Responsibility practices
- Checking ID and preventing sales to minors

All new staff are trained before being permitted to serve alcohol. Ongoing training is provided frequently throughout the year, with scheduled refreshers to ensure knowledge remains current.

The General Manager provides continuous on-the-floor guidance, reinforcing training in real time. Training records are maintained and reviewed regularly.

Place of Safety for Intoxicated Persons

Castlepoint Hotel has a designated place of safety for intoxicated or vulnerable patrons. This area is:

- Away from the main bar environment
- Monitored by staff
- Used to ensure individuals are cared for while arrangements are made for safe transport

No intoxicated person is left unattended. Staff actively assist in ensuring patrons leave the premises safely.

Systems to Prevent Intoxication

We take a proactive and visible approach to preventing intoxication:

- CCTV cameras are in operation across the premises
- The Duty Manager maintains an active presence, regularly engaging with patrons
- The General Manager is on-site and available to support the Duty Manager and other staff as required
- Staff communicate closely to identify early signs of intoxication
- Service is slowed or stopped where required

There is a strong culture of staff supporting one another and escalating concerns early.

Monitoring Staff Performance

Staff performance is monitored through:

- Regular informal and formal reviews, including incentivised goal setting
- Ongoing supervision by the Duty Manager
- Debriefs following any incidents

This ensures consistent standards and continuous improvement in responsible service.

Courtesy Van

Given the remote nature of Castlepoint, a **courtesy van is available at all times** during trading hours.

The van is actively promoted and used to:

- Transport intoxicated patrons safely home or to accommodation
- Reduce the risk of drink driving
- Support responsible end-of-night management

Management of Persons Under 18

At Castlepoint Hotel:

- Persons under 18 are restricted to designated supervised areas only
- Where required, they must be accompanied by a parent or legal guardian
- Staff actively monitor compliance and enforce these requirements

Clear signage is displayed, and ID checks are consistently carried out.

The only acceptable forms of ID are;

- NZ Drivers License
- NZ Passport
- Kiwi Access Card

Host Responsibility Policy Implementation

Castlepoint Hotel actively promotes responsible drinking by:

- Providing free drinking water at all times
- Offering a range of low and non-alcoholic options
- Ensuring food is available whenever alcohol is served
- Monitoring patron consumption levels
- Refusing service to intoxicated persons
- Assisting with safe transport, including use of the courtesy van

All required signage (minors, intoxication, host responsibility) is clearly displayed throughout the premises.

Alcohol Management Plan

Our Alcohol Management Plan is tailored to the unique environment of Castlepoint and includes:

- Active oversight by a certified Duty Manager at all times
- Use of required registers (incident, manager, duty manager) with correct reporting timeframes
- Immediate response to any incidents or risks
- Clear staff communication procedures
- Ongoing review of systems to ensure best practice

We take a proactive, community-focused approach and are committed to maintaining a safe, welcoming environment for both locals and visitors.

Nanette Larkin

From: Bronwyn Johnson
Sent: Thursday, 7 May 2026 6:34 pm
To: Amanda & Celeste
Cc: Anoop Gopalakrishnan; alcohol alcohol
Subject: Castlepoint Hotel New On & Off licence application -Further information request

Follow Up Flag: Follow up
Flag Status: Completed

Hi Amanda and Celeste

Thank you for providing the additional Alcohol Safety Plan. As discussed by telephone with you today the information provided has been reviewed. While it outlines general host responsibility principles, further detail is required to enable a full assessment of how alcohol-related harm will be minimised in practice, particularly given the premises' previous Licence cancellation.

To progress assessment of this application, the additional information outlined below would be helpful.

1. Please clarify any relationship you may have with the former license holder Fireballs Importers Limited and advise what involvement they may have with your business.
2. Duty Manager: A minimum of two duty managers is required. Amanda has lodged an application for managers certificate which is currently in process. If this application is declined for any reason you will need to ensure that you have sufficient duty managers
3. Previous Licence Cancellation : While acknowledging this is a new application , you both worked for the license holder when the premises had very serious issues with systems failures particularly with allowing intoxication that resulted in the licences being cancelled . How will you ensure that management systems are in place and implemented to ensure that a recurrence will be prevented?
4. Staff Training – Staff training manual : Evidence and Frequency
Details on refresher training frequency, how competency assessed (apart from attendance), and what training is offered to manage high risk scenarios, how new/ casual staff are supervised before full competency.
5. .Procedures for Managing Intoxication
Provide step-by-step procedures for identifying intoxication, who decides to refuse service, how refusals are documented, how will staff be supported during refusal situations.
6. Incident Reporting and Review
What would count as an incident, access to incident register, frequency of review by management and some examples of changes that would be made following an incident.
7. Proactive Harm-Minimisation Measures
Clarify controls for high-alcohol products, promotions, food availability, when and how low alcohol and non-alcoholic options would be promoted.
8. Peak-Risk Period Management
Provide plans for management during busy weekends/ holidays/ events, Details on staffing levels during busy hours and transport when multiple patrons need simultaneous assistance.
9. Accountability
Who holds responsibility for compliance and how? What would be the consequences for non-compliance, and how often will the alcohol management plan be reviewed and updated

Can you please provide a written response.

Regards

BRONWYN JOHNSON

Senior Environmental Health Officer

Work Hours: Mon, Tues, Thurs, Frid 8:00am-4.30pm
(I do not work Wednesday)

 [@MastertonDC](#)
www.mstn.govt.nz

06 370 6300
Waiata House
27 Lincoln Road
PO Box 444, Masterton 5840



1 - Please clarify any relationship you may have with the former license holder Fireballs Importers Limited and advise what involvement they may have with your business.

Amanda Aitken and Celeste Blakesley previously worked at the premises while it was operated by Fireballs Importers Limited. Our involvement at that time was strictly as employees, carrying out day-to-day duties. We were not directors, shareholders, or decision makers for Fireballs Importers Limited and were not responsible for the systems, policies, staffing decisions, or management structure that led to the cancellation of the previous licences.

Fireballs Importers Limited will have no involvement in the new business operation. They will not have any management role, financial interest, operational control, or influence over the premises. The new business will be independently owned and operated by Amanda Aitken and Celeste Blakesley. Fireballs Importers Limited solely own the building, and will act as landlords only.

We understand the history of the premises and acknowledge the seriousness of the previous issues. Because of this history, we are committed to operating to a very high standard and ensuring strong systems, clear accountability, and consistent compliance with the Sale and Supply of Alcohol Act 2012.

At the same time, while we acknowledge that the Committee has recognised this as a new application and a clean slate, we respectfully do not believe we should be held accountable for, or required to answer extensively for, the ownership decisions, management failures, or mistakes of the previous licence holder. We were employees only and had no authority over business systems, staffing structures, policies, compliance decisions, or operational management at that time. Those matters relate to a separate entity and previous ownership and are not connected to the operation of this new business. Our focus is on demonstrating that we are fit and proper operators with robust systems in place to ensure full compliance moving forward and to ensure the mistakes of the past are not repeated.

2 -Duty Manager: A minimum of two duty managers is required. Amanda has lodged an application for a Duty Managers certificate which is currently in process. If this application is declined for any reason you will need to ensure that you have sufficient duty managers

We acknowledge that a minimum of two certified duty managers is required for the operation of the premises.

Amanda Aitken has lodged an application for a Manager's Certificate which is currently being processed. She has a meeting with Dave Gallagher this Friday. We have also submitted Courteney Brown's Duty Managers Certificate alongside this

application. Celeste Blakesley currently holds a LCQ licence and will be applying for Duty Managers Licence this week.

If Amanda's application is declined or delayed for any reason, we will ensure there are sufficient certified duty managers available before operating. This may include:

- Employing an additional certified duty manager
- Contracting an experienced approved duty manager
- Reducing trading hours if required to ensure legal compliance
- Ensuring no alcohol is sold unless an appropriately certified duty manager is on duty at all times

We understand the legal responsibility of duty managers and will ensure all duty managers are fully aware of their obligations under the Act, including prevention of intoxication, supervision of staff, compliance monitoring, incident management, and maintaining a safe environment.

Duty managers will remain visible and actively engaged throughout shifts and will not be occupied with non-essential duties that reduce their ability to monitor patrons and staff.

3. Previous Licence Cancellation: While acknowledging this is a new application, you both worked for the license holder when the premises had very serious issues with systems failures particularly with allowing intoxication that resulted in the licences being cancelled . How will you ensure that management systems are in place and implemented to ensure that a recurrence will be prevented?

We fully acknowledge the seriousness of the previous licence cancellation and understand the concerns raised by Police and the Licensing Inspector regarding intoxication and system failures at the premises. However, we do wish to note that intoxication issues were not a frequent occurrence during the time we worked there and were not reflective of the day-to-day operation of the premises. The incident referred to was a one-off event, and we acknowledge that the level of intoxication involved may itself be open to interpretation.

Regardless, we have reflected carefully on what occurred previously and are committed to ensuring strong systems, clear management practices, and responsible service standards are in place so that any similar concerns are prevented from arising in the future.

The following measures will be implemented to prevent recurrence:

Strong Leadership and Clear Expectations

The business will operate with a clear culture of compliance and responsible service. Staff will be regularly reminded that compliance with the Sale and Supply of Alcohol Act is more important than sales.

There will be zero tolerance for:

- Serving intoxicated persons
- Allowing disorderly behaviour
- Allowing minors to purchase alcohol
- Ignoring signs of intoxication
- Breaches of licence conditions

All staff will understand they are expected to refuse service where necessary and will be fully supported by management when doing so.

Active Floor Monitoring

Duty managers will actively monitor:

- Patron behaviour
- Alcohol consumption levels
- Signs of intoxication
- Noise levels
- Interactions between patrons
- Safe departure of customers

The duty manager will regularly walk through all customer areas, have conversations with diners and bar customers, and not remain behind the bar for extended periods during busy times.

Early Intervention Approach

Staff will be trained to identify intoxication early and intervene before a person becomes heavily intoxicated.

Interventions may include:

- Slowing service
- Offering water
- Offering food
- Encouraging transport home
- Monitoring the customer more closely
- Refusing further alcohol service early rather than waiting until severe intoxication occurs

Documentation and Accountability

An incident register and refusal register will be maintained and reviewed regularly.

All incidents involving the following will be documented in writing.

- Refusal of service
- Disorderly behaviour
- Intoxication concerns
- Aggressive behaviour
- Police attendance
- Patron removal
- Accidents or injuries

Management will review incidents regularly to identify patterns and improve procedures where needed.

Strong Relationship with Agencies

We intend to maintain open communication with:

- Licensing Inspectors
- Police
- Medical Officer of Health
- Local community

We will seek advice where needed and act promptly if concerns are raised.

4 - Staff Training – Staff training manual : Evidence and Frequency

Details on refresher training frequency, how competency assessed (apart from attendance), and what training is offered to manage high risk scenarios, how new/ casual staff are supervised before full competency.

All staff involved in the sale or supply of alcohol will complete training before independently serving customers.

Training will include:

- The Sale and Supply of Alcohol Act 2012
- Host responsibility obligations
- Identifying intoxication
- Refusal of service procedures
- Acceptable forms of ID
- Managing difficult situations
- Incident reporting

- Harm minimisation
- Emergency procedures

Training Frequency

- Full induction training before starting alcohol service
- Refresher training every 3 months
- Additional training after any significant incident
- Toolbox-style discussions during staff meetings
- Extra training prior to major events or busy holiday periods

Evidence of Training

- Signed training records
- Staff acknowledgement forms
- Training attendance sheets
- Staff competency checklists
- Incident follow-up discussions

Training records will be available for inspection if requested.

Assessing Competency

Competency will not be assessed by attendance. Managers will assess competency through:

- Observation during shifts
- Role-play exercises
- Questioning staff on procedures
- Monitoring staff decision-making
- Reviewing incident responses
- Assessing confidence in refusal situations

If a staff member is not confident or competent, they will not work independently serving alcohol. They potentially will not be able to work behind the bar, and will be moved into another area of our business, eg the kitchen.

High-Risk Scenario Training

Training will specifically include:

- Intoxicated patrons
- Aggressive behaviour
- Fake IDs
- Secondary supply concerns
- Large groups arriving intoxicated

- Rural transport issues
- Managing patrons during events
- Simultaneous intoxication situations

New and Casual Staff Supervision

New or casual staff will:

- Be supervised directly by an experienced staff member or duty manager
- Not make refusal decisions alone initially
- Not work unsupervised until management is satisfied they are competent
- Be introduced gradually to busy shifts

Duty managers will remain closely involved with newer staff during service.

5- Provide step-by-step procedures for identifying intoxication, who decides to refuse service, how refusals are documented, how staff will be supported during refusal situations.

Identifying Intoxication

Staff will monitor for:

- Slurred speech
- Unsteady movement
- Aggressive behaviour
- Loud or inappropriate behaviour
- Delayed reactions
- Spilling drinks
- Difficulty focusing
- Repetitive behaviour

Step-by-Step Procedure

1. Staff identify possible signs of intoxication
2. Staff immediately notify the duty manager
3. Duty manager personally assesses the patron
4. Service is slowed or stopped if concerns exist
5. Water and food offered
6. Patron monitored closely
7. If intoxicated, alcohol service refused
8. Safe transport arranged if necessary
9. Patron asked to leave respectfully if required
10. If Patron cannot leave safely, they will be seated in the designated 'safe space' and closely monitored.

11. Incident documented in register

Decision to Refuse Service

The duty manager will make final refusal decisions wherever possible. Staff are encouraged to raise concerns immediately and will be supported in doing so.

Documentation of Refusals

Refusals will be recorded in the incident/refusal register including:

- Date and time
- Description of person
- Behaviour observed
- Action taken
- Staff involved
- Outcome

Staff Support During Refusals

Management will support staff by:

- Assisting directly with refusals
- Remaining present during difficult interactions
- Removing staff from unsafe situations
- Contacting Police if necessary
- Debriefing after incidents

Staff will never be expected to manage aggressive situations alone.

6- Incident Reporting and Review

What would count as an incident, access to incident register, frequency of review by management and some examples of changes that would be made following an incident.

What Counts as an Incident

Incidents include:

- Refusal of service
- Intoxication concerns
- Aggressive behaviour
- Patron removal

- Accidents or injuries
- Damage to property
- Fake ID attempts
- Police attendance
- Medical events
- Complaints from patrons or neighbours

Access to Incident Register

The incident register will be accessible to:

- Duty managers
- Business owners
- Licensing agencies upon request

Frequency of Review

Management will review the incident register:

- Weekly during initial operation
- Monthly ongoing
- Immediately after any serious incident

Examples of Changes Following an Incident

Depending on the issue identified, changes may include:

- Increasing staffing levels
- Earlier intervention with patrons
- Additional staff training
- Adjusting service practices
- Reducing promotions
- Increasing manager visibility
- Altering event management procedures
- Improving transport planning

The focus will always be on continuous improvement and prevention.

7- Proactive Harm-Minimisation Measures

Clarify controls for high-alcohol products, promotions, food availability, when and how low alcohol and non-alcoholic options would be promoted.

We are committed to creating a safe environment that promotes responsible consumption.

Controls for High-Alcohol Products

Measures include:

- No irresponsible promotions
- No rapid-consumption promotions
- Monitoring purchase patterns
- Refusing shots to intoxicated persons
- Staff oversight of high-alcohol purchases
- Limiting service where concerns arise

Promotions

Promotions will comply fully with legislation and will:

- Never encourage excessive drinking
- Never target intoxication
- Never promote drinking games
- Include food and non-alcoholic options

Food Availability

Substantial food will be available whenever alcohol is sold.

Food will be:

- Clearly advertised
- Easily accessible
- Available throughout trading hours either through the open kitchen, or bar snacks that will either be able to be heated, or in a pie warmer set up.

Low and Non-Alcoholic Options

Low and non-alcoholic beverages will be:

- Clearly displayed
- Included on menus
- Verbally offered where appropriate
- Promoted equally alongside alcoholic options

Water is freely available at all times.

8 - Peak-Risk Period Management

Provide plans for management during busy weekends/ holidays/ events, Details on staffing levels during busy hours and transport when multiple patrons need simultaneous assistance.

We recognise that busy periods increase risk and require stronger management systems.

Busy Weekends, Holidays, and Events

During peak periods we will:

- Increase staffing levels
- Ensure experienced duty managers are present
- Increase active floor monitoring
- Reduce staff distractions
- Closely monitor intoxication levels
- Monitor arrivals from other venues or events
- If expecting a large amount of people, we will hire security to assist with floor roving, ID checks, and overall safety of staff and other patrons.

Staffing Levels

Staffing will be adjusted depending on:

- Expected patron numbers
- Events in the area
- Holiday weekends
- Community functions
- Sporting events

Extra staff or security support will be considered if required.

Transport Arrangements

As a rural premises, transport planning is important.

Staff will:

- Encourage sober drivers
- Assist patrons arranging rides
- Contact taxis or transport options where available
- Encourage friends/family collection
- Monitor patrons waiting for transport

If multiple patrons require assistance simultaneously:

- One staff member will remain with affected patrons
- Duty manager will coordinate safe departures
- Police assistance will be requested if necessary

Patron safety will be prioritised over continued alcohol service.

9- Accountability

Who holds responsibility for compliance and how? What would be the consequences for non-compliance, and how often will the alcohol management plan be reviewed and updated

Accountability

Amanda Aitken and Celeste Blakesley will both hold responsibility for compliance and ensuring all systems are implemented effectively.

The duty manager on shift will hold immediate operational responsibility during trading hours.

Responsibilities include:

- Monitoring compliance
- Supervising staff
- Ensuring intoxicated persons are not served
- Maintaining registers
- Conducting staff training
- Reviewing incidents
- Ensuring licence conditions are followed

Consequences for Non-Compliance

Any staff member failing to comply with alcohol management procedures may face:

- Additional training
- Increased supervision
- Formal warnings
- Removal from alcohol service duties
- Termination of employment for serious breaches

Serious breaches will be treated extremely seriously given the history of the premises.

Review of Alcohol Management Plan

The alcohol management plan will be:

- Reviewed every 6 months
- Reviewed immediately following serious incidents
- Updated following legislative or operational changes
- Discussed regularly with staff

The goal will be ongoing improvement, strong compliance, and maintaining a safe and responsible environment for the community.

1 - Please clarify any relationship you may have with the former license holder Fireballs Importers Limited and advise what involvement they may have with your business.

Amanda Aitken and Celeste Blakesley previously worked at the premises while it was operated by Fireballs Importers Limited. Our involvement at that time was strictly as employees, carrying out day-to-day duties. We were not directors, shareholders, or decision makers for Fireballs Importers Limited and were not responsible for the systems, policies, staffing decisions, or management structure that led to the cancellation of the previous licences.

Fireballs Importers Limited will have no involvement in the new business operation. They will not have any management role, financial interest, operational control, or influence over the premises. The new business will be independently owned and operated by Amanda Aitken and Celeste Blakesley. Fireballs Importers Limited solely own the building, and will act as landlords only.

We understand the history of the premises and acknowledge the seriousness of the previous issues. Because of this history, we are committed to operating to a very high standard and ensuring strong systems, clear accountability, and consistent compliance with the Sale and Supply of Alcohol Act 2012.

At the same time, while we acknowledge that the Committee has recognised this as a new application and a clean slate, we respectfully do not believe we should be held accountable for, or required to answer extensively for, the ownership decisions, management failures, or mistakes of the previous licence holder. We were employees only and had no authority over business systems, staffing structures, policies, compliance decisions, or operational management at that time. Those matters relate to a separate entity and previous ownership and are not connected to the operation of this new business. Our focus is on demonstrating that we are fit and proper operators with robust systems in place to ensure full compliance moving forward and to ensure the mistakes of the past are not repeated.

2 -Duty Manager: A minimum of two duty managers is required. Amanda has lodged an application for a Duty Managers certificate which is currently in process. If this application is declined for any reason you will need to ensure that you have sufficient duty managers

We acknowledge that a minimum of two certified duty managers is required for the operation of the premises.

Amanda Aitken has lodged an application for a Manager's Certificate which is currently being processed. She has had a meeting with Bronwyn and is awaiting the outcome. We have also submitted Courteney Brown's Duty Managers Certificate

alongside this application. Celeste Blakesley currently holds a LCQ licence and will be applying for Duty Managers Licence this week. We are awaiting on Kim O'Neales certificate and she has indicated she is interested in working for us in a Duty Manager capacity.

If Amanda's application is declined or delayed for any reason, we will ensure there are sufficient certified duty managers available before operating. This may include:

- Employing an additional certified duty manager
- Contracting an experienced approved duty manager
- Reducing trading hours if required to ensure legal compliance
- Ensuring no alcohol is sold unless an appropriately certified duty manager is on duty at all times

We understand the responsibility that comes with being a Duty Manager and will make sure all Duty Managers understand their role around preventing intoxication, supporting staff, dealing with incidents, and keeping the premises safe and compliant.

Duty Managers will stay visible and involved throughout the shift and won't be tied up doing things that stop them properly monitoring customers and staff. A big focus for us will be making sure Duty Managers are out on the floor, talking with customers, checking all areas of the premises, and picking up issues early before they become bigger problems.

3. Previous Licence Cancellation: While acknowledging this is a new application, you both worked for the license holder when the premises had very serious issues with systems failures particularly with allowing intoxication that resulted in the licences being cancelled . How will you ensure that management systems are in place and implemented to ensure that a recurrence will be prevented?

We fully acknowledge the seriousness of the previous licence cancellation and understand the concerns raised by Police and the Licensing Inspector regarding intoxication and management systems at the premises.

However, we do wish to note that intoxication issues were not a regular or ongoing occurrence during the time we worked there and were not reflective of the normal day-to-day running of the premises during our time. We also recognise that assessments of intoxication can sometimes involve a level of interpretation depending on the circumstances, observations made at the time, and the individual involved.

It is also important to note that neither Celeste nor I were involved in the ownership, management structure, or operational decision-making of the premises at that time. We were employees working under the direction of the licence holder and management team and did not have authority over staffing levels, management systems, or the overall operational approach being taken.

That said, the experience reinforced for both of us how important strong systems, visible management, and proactive host responsibility practices are in running a licensed premises safely and compliantly. Since then, we have reflected carefully on the expectations and responsibilities that come with holding and managing a licence ourselves.

Moving forward, we are committed to taking a much more hands-on approach to management at the Whakataki Hotel. One of the biggest changes will be ensuring the Duty Manager is actively present and regularly roving throughout the premises, rather than remaining behind the bar for long periods. We want Duty Managers out talking with customers, checking indoor and outdoor areas, supporting staff, and identifying early signs of intoxication before situations escalate.

On busy nights, summer weekends, live music events, fishing competitions, and community functions, we will ensure there are enough senior staff or additional Duty Managers rostered so the premises can be properly monitored at all times.

At the Whakataki Hotel, we also want staff to feel confident dealing with situations before they become problems. Any new staff member will go through host responsibility expectations with us before they begin serving alcohol. We will talk through signs of intoxication, slowing or refusing service, checking IDs, and how to handle difficult conversations calmly and respectfully.

Because Whakataki is a small rural community pub and many customers are locals or regulars, we understand it can sometimes feel harder for staff to step in when needed. We will make it very clear that everyone is treated the same and that staff will be fully supported by management if they need to refuse service or raise concerns.

We will use ServeWise resources and regularly work through realistic scenarios as a team, particularly situations relevant to our environment, such as busy summer weekends, patrons arriving after drinking elsewhere, fishing competition weekends, live music nights, and large community gatherings.

Rather than treating training as a one-off exercise, we will keep having regular conversations with staff. Before busy nights or events, we will have quick team catch-ups about what the night looks like, who is rostered where, who will be roving, and anything staff need to be aware of. We also plan to hold proper staff meetings every few months where we can discuss any incidents, identify anything that could

have been handled better, and refresh expectations around host responsibility and intoxication management.

We will maintain an incident register for refusals of service, intoxication concerns, or any issues during service. Even smaller situations will be recorded so we can identify patterns, review situations properly, and continue improving our systems.

Free water will always be easy to access, food will always be available while alcohol is being served, and low and non-alcoholic drinks will be encouraged as normal options, particularly for drivers.

The biggest thing for us is creating a culture where staff communicate properly with each other and step in early. If someone notices a customer becoming loud, unsteady, or drinking too quickly, that information needs to be passed on immediately so everyone is aware and responding consistently.

At the end of the day, we want the Whakataki Hotel to be a safe community pub that locals, families, and visitors enjoy coming to, while still making sure we meet all of our responsibilities under the Sale and Supply of Alcohol Act.

Both Celeste and I take the responsibility of holding a licence very seriously. We understand that strong systems only work if they are consistently followed, and we are fully committed to ensuring the Whakataki Hotel is operated safely, responsibly, and in full compliance with the Act.

**4 - Staff Training – Staff training manual : Evidence and Frequency
Details on refresher training frequency, how competency assessed (apart from attendance), and what training is offered to manage high risk scenarios, how new/ casual staff are supervised before full competency.**

At the Castlepoint Hotel, staff training will be something we do regularly, not just once when someone starts.

Any new staff member or casual worker will go through expectations with either Celeste or myself before they start serving alcohol. We will cover signs of intoxication, how to slow or refuse service, checking IDs properly, and what to do if situations start getting out of hand. Staff will also complete ServeWise training as part of getting started.

New staff won't just get thrown in on a busy night by themselves. They will work alongside one of us or a senior staff member until we are comfortable they know what they are doing and can handle situations properly.

Because Castlepoint is a small coastal pub, we know the kinds of situations that can come up here, especially over summer, long weekends, fishing competitions, live

music nights, and holiday periods. A lot of our training and discussions will be based around real situations we are likely to deal with.

For example:

- someone arriving already drinking after a day at the beach or out fishing
- locals wanting “one more” when they have clearly had enough
- dealing with large groups during summer weekends
- handling frustrated customers after refusing service
- making sure staff communicate with each other if they notice someone becoming intoxicated

We will have refresher training at least every 3 months, plus regular catch-ups with staff before busy nights or events. These will be quick chats about what the night might look like, who is roving, who to keep an eye on, and making sure everyone is on the same page.

We will also keep records of training completed, staff meetings, ServeWise training, and any incidents that happen during service. If there are refusals of service or intoxication concerns, they will go into an incident register so we can look back on them, learn from them, and discuss them with staff if needed.

One big focus for us will be making sure staff feel supported. We want staff to know they can come to us straight away if they are uncomfortable with a situation and that management will back them if they need to refuse service.

At the end of the day, we want Castlepoint Hotel to be a safe and well-run local pub where people can enjoy themselves, while still making sure we meet our responsibilities properly.

7- Proactive Harm-Minimisation Measures

Clarify controls for high-alcohol products, promotions, food availability, when and how low alcohol and non-alcoholic options would be promoted.

At the Castlepoint Hotel, we want the focus to be on people enjoying themselves in a safe environment, not on heavy drinking. Because we are a small coastal community pub, we know a lot of our customers personally, and we think that creates a responsibility to manage things properly and step in early when needed.

We won't be running promotions that encourage excessive drinking, such as drinking games, large-volume alcohol specials, or anything designed to push rapid consumption. Any promotions we do run will be simple and responsible and more focused around food, community events, or the overall pub experience rather than cheap alcohol.

We will also be mindful around high-alcohol products. Staff will be expected to pay closer attention if someone is drinking higher-strength beverages, especially over a long period or if they are mixing drinks. If needed, service will be slowed down early by offering food, water, or suggesting lower alcohol options.

Food will always be available whenever alcohol is being served. We are a food-focused pub as much as a bar, especially during summer and busy weekends, so encouraging people to eat while drinking will be part of normal service. Staff will regularly suggest meals, snacks, or platters to groups staying for longer periods.

Free water will always be easy to access and actively offered, especially during busy nights, summer weekends, live music, fishing competitions, and events where people may be outside in the sun most of the day before arriving.

We also want low-alcohol and non-alcoholic drinks to feel like a normal option, not something people feel awkward asking for. We will stock a range of non-alcoholic beers, RTDs, soft drinks, and low-alcohol options, and staff will actively suggest them where appropriate, especially for drivers, people pacing themselves, or anyone slowing down later in the evening.

At Castlepoint, a lot of people drive long distances to get home, so we think it is important to keep reminding people about transport, sober drivers, and pacing themselves throughout the night rather than waiting until there is already a problem.

The main thing for us is creating a relaxed environment where people can enjoy themselves without pressure to overdrink, while making sure staff are confident stepping in early if someone is heading in the wrong direction.

8 - Peak-Risk Period Management

**Provide plans for management during busy weekends/ holidays/ events,
Details on staffing levels during busy hours and transport when multiple
patrons need simultaneous assistance.**

At the Castlepoint Hotel, we understand that our biggest risk periods are summer weekends, public holidays, fishing competitions, live music nights, and community events when the area gets busy and people are often spending the whole day at the beach or out drinking elsewhere before arriving.

During these times, we will increase staffing levels so there are enough people to properly manage both service and monitoring of customers. We won't rely on one person trying to do everything. There will always be a Duty Manager rostered, and on

busier nights we will have additional senior staff or another certified manager on shift as well.

One of the biggest focuses for us will be making sure the Duty Manager is free to actively move around the premises instead of being stuck behind the bar. We want managers out talking to customers, checking indoor and outdoor areas, monitoring behaviour, and picking up issues early.

Before busy weekends or events, we will have team discussions around expected numbers, who is rostered where, transport plans, and any potential risks for the night. Staff will know who to go to if they are concerned about a customer and what steps to take if someone needs to be slowed down or refused service.

Because Castlepoint is a rural coastal area, transport can be difficult at times, especially late at night. We understand this can create extra pressure when dealing with intoxicated patrons, particularly if multiple people need assistance at once. To help manage this, we will:

- encourage sober drivers early in the evening
- have taxi and local transport numbers available
- assist customers with contacting friends or family if needed
- slow service early rather than waiting until situations escalate
- ensure enough staff are rostered during peak periods so someone is always available to help manage situations properly

Amanda also lives directly across the road from the hotel, which gives us extra flexibility during busy periods or unexpected situations. In most cases, she can be called in at short notice to help increase staffing numbers, step in as Duty Manager if needed, assist with managing customers, or drive the courtesy van if transport support is required.

If there are larger events or known busy weekends, we will also look at bringing in additional staff or security depending on expected numbers and risk levels.

Communication between staff will be a big focus during busy periods. If someone notices a customer becoming intoxicated or causing concern, that information will be passed on straight away so everyone is aware and responding consistently.

At the end of the day, our goal during busy periods is to stay proactive rather than reactive. We would rather step in early, slow things down, and manage situations calmly before they become bigger problems.

9- Accountability

Who holds responsibility for compliance and how? What would be the consequences for non-compliance, and how often will the alcohol management plan be reviewed and updated

At the Castlepoint Hotel, both Celeste and Amanda will hold overall responsibility for compliance and making sure the premises is operating safely and within the requirements of the Sale and Supply of Alcohol Act.

We both understand that as licence holders and Duty Managers, the responsibility ultimately sits with us. That means making sure systems are actually being followed day to day, not just written down in a folder somewhere.

Part of that responsibility will include being actively involved in the running of the pub, supporting staff, monitoring service, and stepping in early if issues arise. We want compliance and host responsibility to just become part of the normal culture of the hotel.

Staff will be expected to follow all host responsibility expectations, and this will be made clear from the start through inductions, training, and regular conversations. If staff are not following expectations around intoxication management, ID checks, or responsible service, it will be addressed immediately.

Depending on the situation, consequences could include further training, formal warnings, removal from bar duties, or termination of employment if serious breaches occurred. We want staff to understand that responsible service is taken seriously and is there to protect customers, staff, and the future of the business.

At the same time, we also want staff to feel supported and comfortable asking questions or raising concerns if they are unsure about something. We would rather staff ask for help early than ignore a situation.

Our alcohol management plan will be a working document that is regularly reviewed, not something written once and forgotten about. We plan to review it formally at least every 6 months, as well as after any major incident, busy event, feedback from Police or Licensing Inspectors, or if we identify areas that need improving.

We will also regularly discuss how things are going with staff during meetings and after busy periods so we can keep improving systems and making sure everyone stays on the same page.

At the end of the day, both Celeste and Amanda take the responsibility of operating the Castlepoint Hotel very seriously and understand that maintaining compliance is an ongoing job that requires constant attention, communication, and leadership.

APPENDIX E
Further Information Request - 25 May 2026

From: [Bronwyn Johnson](#)
To: [Amanda & Celeste](#); [alcohol alcohol](#)
Cc: [Anoop Gopalakrishnan](#)
Subject: RE: ON0026 Castlepoint Hotel further information
Date: Monday, 25 May 2026 2:49:33 pm
Attachments: [image003.png](#)

Hi Amanda and Celeste

I have reviewed the additional information you have supplied for your application for on and off licence. This does provide a lot more specific detail about how you intend to operate and manage the premises.

Council has not received any public objections, the objection period closed on Friday 22 May 2026. We have had no further information from The Medical Officer of Health, with regards to the objection

Could you please clarify the following for me:

1. Kim O'Neale has a current managers certificate. Can you clarify how often and when she is likely to be employed as manager
2. Chris Hintz training. During our first meeting on site, you indicated that Chris Hintz was providing alcohol training. Can you please expand on what training has been provided and what if any training role he will have in your business going forward.

Thank you

BRONWYN JOHNSON

Senior Environmental Health Officer

Work Hours: Mon, Tues, Thurs, Frid 8:00am-4.30pm
(I do not work Wednesday)

 [@MastertonDC](#)
www.mstn.govt.nz

06 370 6300
Waiata House
27 Lincoln Road
PO Box 444, Masterton 5840



APPENDIX F
Additional Information provided 25 May 2026

From: [Amanda & Celeste](#)
To: [Bronwyn Johnson](#)
Cc: [alcohol alcohol](#); [Anoop Gopalakrishnan](#)
Subject: Re: ON0026 Castlepoint Hotel further information
Date: Monday, 25 May 2026 3:21:53 pm
Attachments: [image003.png](#)
[HR attendance Cert Amanda.pdf](#)
[HR attendance Cert Celeste.pdf](#)

Kia Ora Brownyn and Anoop,

Yes - Kim does have a current managers certificate. I have asked her to send this through to me, which I will forward to you asap.

She will be working 2-3 shifts per week, to fill roster gaps and to provide on-call relief as required.

We are also in the process of preparing to advertise for an additional Duty Manager.

The Chris Hince training which ourselves and some of our staff took part in, in January this year was titled 'Host Responsibility - ref SASAA (2012)'. This presentation was given in such a way that ensured clarity of owner, manager and server obligations via a mixture of formal and informal discussion which encouraged the group to share ideas and to be creative in finding solutions which satisfy the customer, the establishment and all legal requirements.

Course content covered a range of topics such as Intoxication using the SCAB model, Transportation responsibilities, Non-Alcoholic and Low-Alcoholic beverages, the national guidelines around the promotion of alcohol and our responsibilities to not encourage excessive consumption and of course the legal drinking age and acceptable identification.

Our intention is to provide this training on a 6-monthly basis, initially for new staff to attend the training in Wellington as soon as is practical upon their employment and in line with the trainers schedule and then as a team exercise, either in Wellington or on-site, likely in early October to ensure that we capture new summer staff and that all staff, including kitchen, are fully aware of our obligations and that we will work together as a team to achieve this.

I have attached copies of our attendance certificates from January for your reference.

Many thanks,

Celeste Blakesley

On Mon, May 25, 2026 at 2:49 PM Bronwyn Johnson [REDACTED] wrote:

Hi Amanda and Celeste

I have reviewed the additional information you have supplied for your application for on and off licence. This does provide a lot more specific detail about how you intend to operate and manage the premises.

Council has not received any public objections, the objection period closed on Friday 22 May 2026. We have had no further information from The Medical Officer of Health, with regards to the objection

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Thank you

BRONWYN JOHNSON

Senior Environmental Health Officer

Work Hours: Mon, Tues, Thurs, Frid 8:00am-4.30pm
(I do not work Wednesday)

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www.mstn.govt.nz

06 370 6300
Waiata House
27 Lincoln Road
PO Box 444, Masterton 5840



MASTERTON
WHAKAORIORI
DISTRICT COUNCIL

APPENDIX G
Kim O'Neale's Manager's Certificate provided 26 May 2026

DLC Ref: MC0053
Decision: 2024/132



NOTICE OF RENEWAL OF MANAGER'S CERTIFICATE

Section 226, Sale and Supply of Alcohol Act 2012

Kim Elizabeth O'Neale

Your Manager's Certificate numbered **42/CERT/048/2014** is renewed.

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of managers' certificates, this certificate shall expire on the **8th day of July 2027** unless again renewed.

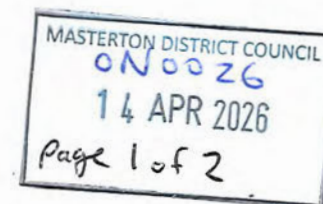
DATED at MASTERTON this 19th day of September 2024

C. M. Davis

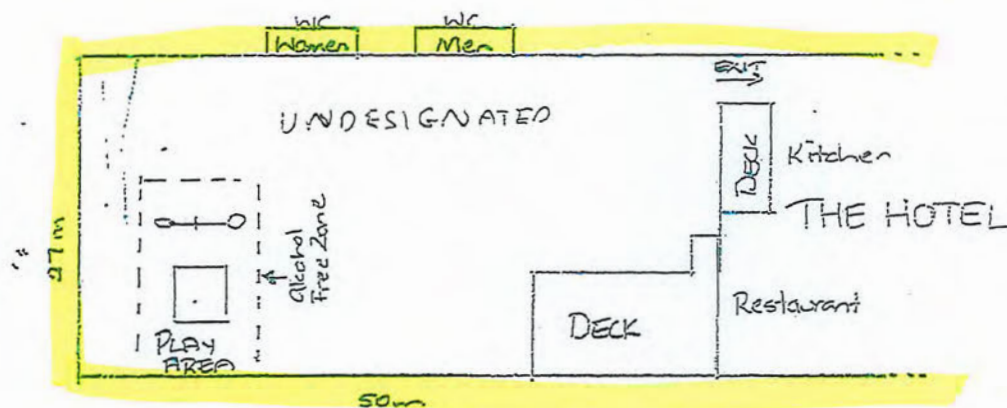
For Secretary
MASTERTON DISTRICT LICENSING COMMITTEE



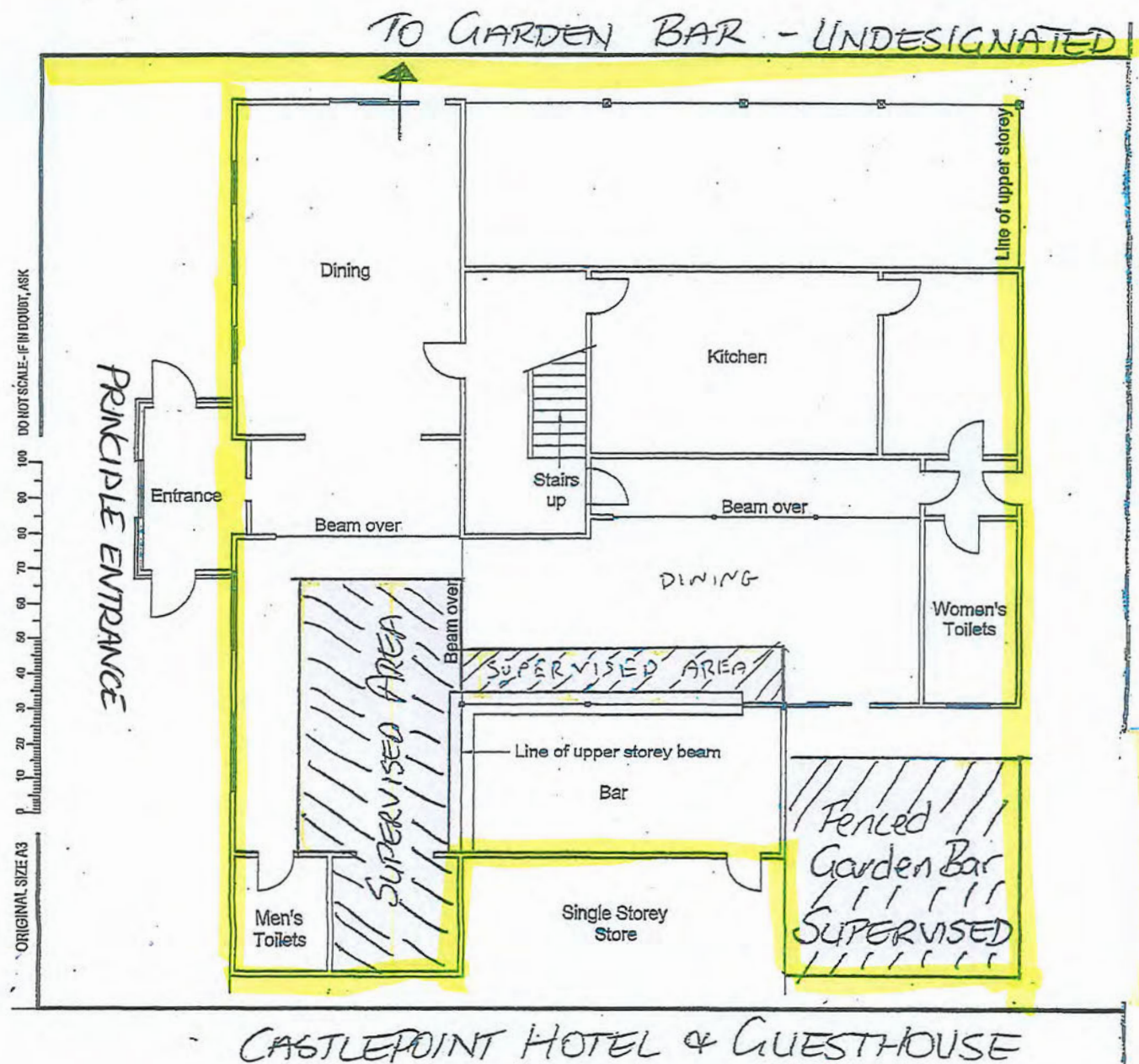
APPENDIX H
On Licence Plan dated 14 April 2026



GARDEN BAR UNDESIGNATED AREA



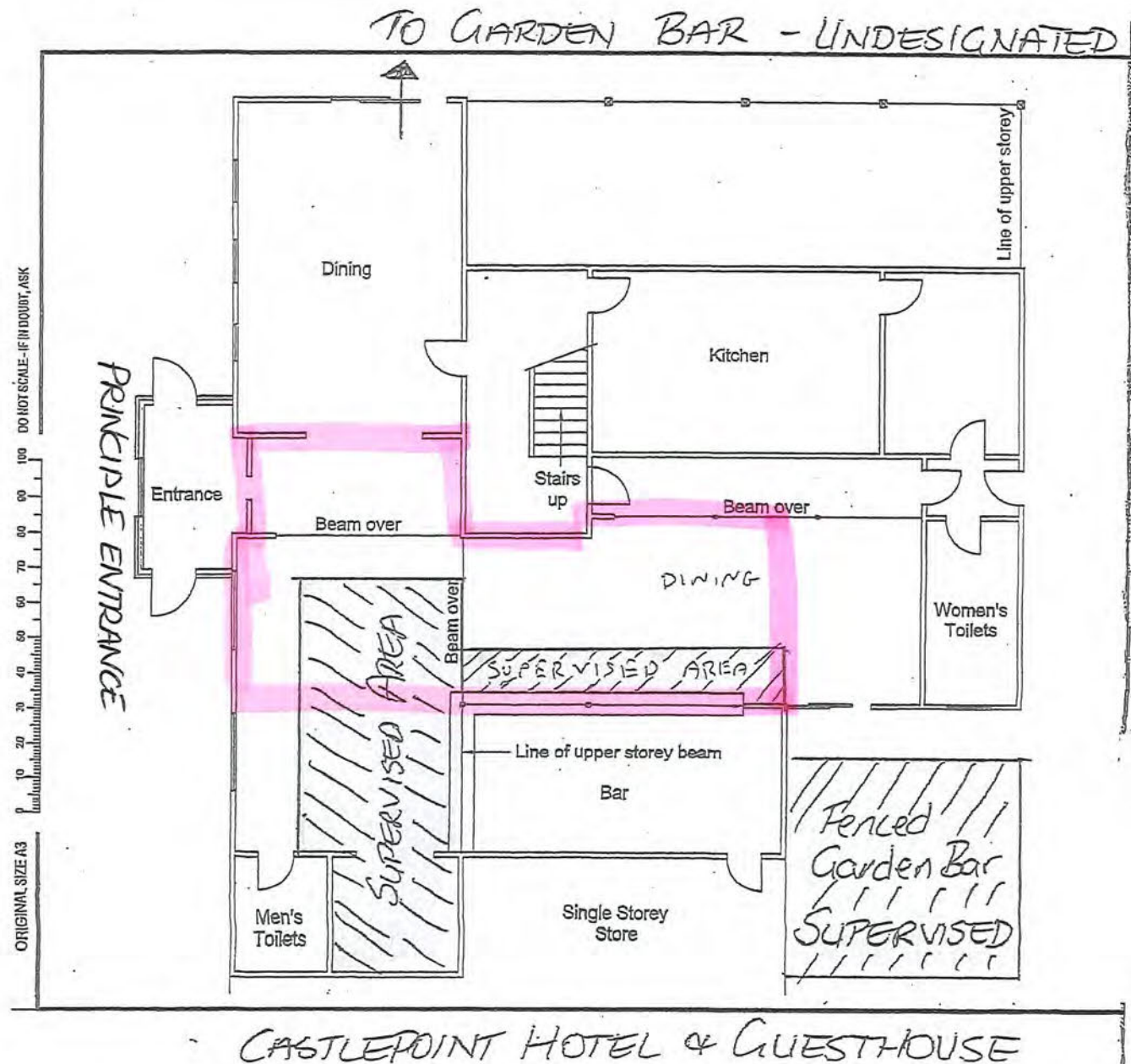
CASTLEPOINT HOTEL & GUESTHOUSE - GARDEN B



MASTERTON DISTRICT COUNCIL
DN 0026
14 APR 2026
Page 2 of 2

APPENDIX I
Off Licence Plan dated 14 April 2026

MASTERTON DISTRICT COUNCIL
14 APR 2026
OF0012



APPENDIX J
Photographs taken 28 April 2026



Bar area/pool room



Bar area



Food Availability



Outside Fenced Garden Bar

APPENDIX K
GIS Map



Nanette Larkin

From: Anoop Gopalakrishnan [REDACTED]
Sent: Thursday, 7 May 2026 10:20 am
To: alcohol alcohol
Cc: Bronwyn Johnson
Subject: Opposition - New On & Off License - Castlepoint Hotel - ON0026 & OF0012
Attachments: Opposition Letter Castlepoint Hotel.pdf

Follow Up Flag: Flag for follow up
Flag Status: Completed

Kia ora,

Please find attached the Medical Officer of Health's letter of opposition for the following

An application for a New On & Off licence: ON0026 & OF0012

Applicant: Blaiken Limited
Trading As: Castlepoint Hotel
Trading At : 5726 Masterton Castlepoint Road, Masterton

Nga mihi,

Anoop Gopalakrishnan (he/ him)

Senior Compliance Officer

Compliance & Health Protection – Te Ikaroa | National Public Health Service | Capital, Coast, Hutt Valley and Wairarapa

Phone: +64 4 570 9002 | **Mobile:** [REDACTED]

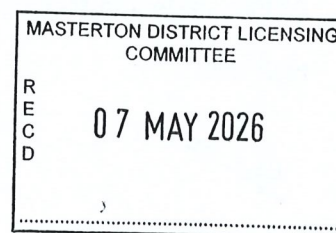
Health New Zealand
Te Whatu Ora

Health New Zealand | Te Whatu Ora

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6th May 2026

The Secretary
The District Licensing Committee
Masterton District Council
PO Box 444
Masterton 5810



Kia Ora District Licensing Committee,

Re: APPLICATION FOR NEW ON & OFF LICENCE – Matters in Opposition

Applicant: Blaiken Limited

Trading As: Castlepoint Hotel

Trading At: 5726 Masterton Castlepoint Road, Masterton

I, Anoop Gopalakrishnan, Senior Compliance Officer of Health New Zealand, Te Whatu Ora, have inquired into this application on behalf of the Medical Officer of Health (MOoH).

The Medical Officer of Health assesses any New – On & Off applications on the following grounds:

- Section 105(1)(b) - Suitability of the applicant
- Section 131(1)(c) - Other Matters
- Section 105(1)(a) - The object and purpose of the Act

Explanatory Comments

The following comments are provided to afford the applicant a fair opportunity to engage with the Medical Officer of Health in endeavoring to address the grounds for this opposition.

To make a full assessment of this application on the above legal requirements we currently do not have enough information. Our concerns are covered under the following key areas:

Suitability of the applicant

The MOoH supports the other agencies in their concerns regarding the suitability of the applicant. We believe that issues regarding suitability will have a bearing on how this premise operates, which in turn affects the locality and its surroundings.

Other matters

There is a reasonable expectation that this premise could have an adverse effect on the locality, this includes potential negative impacts on the community, amenity and good order as well as public health. To make an assessment of the impacts will require further information.

The Object and Purpose of the Act

As it stands, we are unable to assess this application based on the object of the Act. Further information received from the applicant would enable us to make a full assessment.

At this stage, the Medical Officer of Health opposes the issue of this On & Off licence.

Ngā mihi



Anoop Gopalakrishnan
Senior Compliance Officer
Email: gw-nphsalcohollicensing@tewhatuora.govt.nz
Phone: 04 570 9002

Nanette Larkin

From: Anoop Gopalakrishnan [REDACTED]
Sent: Wednesday, 3 June 2026 12:11 pm
To: alcohol alcohol
Cc: Bronwyn Johnson
Subject: Withdrawal of Opposition - ON0026 & OF0012 – Castlepoint Hotel

Follow Up Flag: Follow up
Flag Status: Completed

Kia ora,

The Medical Officer of Health is not opposing on the following licence application and has withdrawn the opposition

- ON0026 – Castlepoint Hotel – New ON
- OF0012 – Castlepoint Hotel – New OFF

Nga mihi,

Anoop Gopalakrishnan (he/ him)

Senior Compliance Officer

Compliance & Health Protection – Te Ikaroa | National Public Health Service | Capital, Coast, Hutt Valley and Wairarapa

Phone: +64 4 570 9002 | **Mobile:** [REDACTED]

Health New Zealand
Te Whatu Ora

Health New Zealand | Te Whatu Ora

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Nanette Larkin

From: LEULUAI, Tulimanu (Manu) [REDACTED]
Sent: Wednesday, 6 May 2026 1:40 pm
To: alcohol alcohol
Cc: Bronwyn Johnson
Subject: FW: NOT OPPOSED - NEW ON & OFF - CASTLEPOINT HOTEL ON0026 & OF0012
Attachments: OF0012 Blaiken Limited.pdf; REPORT FORM MDC 15 April 2026 (Off Licence).docx; REPORT FORM MDC 15 April 2026 (On Licence).docx; ON0026 Blaiken Limited.pdf

Follow Up Flag: Flag for follow up
Flag Status: Completed

Good afternoon

Police do not oppose the following licence application:

- NEW ON & OFF - CASTLEPOINT HOTEL ON0026 & OF0012

Of note: For the licensing inspector, a detailed staff training manual to be provided by the applicant would be beneficial for assessing this application. This will clarify and give reassurance on what information is being covered in detail.

Kind regards

Sergeant Manu Leuluai

Alcohol Harm Prevention Office
Wellington District Police
Wellington Central Police Station, 41 Victoria Street, Wellington
PO Box 693, Wellington 6011
[REDACTED]



From: alcohol alcohol <alcohol@mastertondc.onmicrosoft.com>
Sent: Wednesday, April 15, 2026 2:18 PM
To: AHPO Wellington <AHPO.Wellington@police.govt.nz>
Subject: [EXTERNAL] Masterton - Alcohol Application (New Off Licence)

CAUTION: This email originated from outside the New Zealand Police Network. DO NOT click links or open attachments unless you recognise the sender and are assured that the content is safe.

Attention: Alcohol Harm Prevention Officer

Sale and supply of alcohol applications requiring police report

Please find attached copies of applications and relevant information which has been received by the Masterton District Licensing Committee.

To achieve statutory time frames, any opposition reports must be received within 15 working days from the date of this correspondence, emailed to alcohol@mstn.govt.nz.

If no report is received within this time frame we will assume that you have no opposition to the applications listed below.

DLC ref #	Applicant
OF0012	Blaiken Limited New Off Licence

Ngā mihi

Samantha Wilkinson

Customer Service Specialist

 [@MastertonDC](https://www.facebook.com/MastertonDC)

www.mstn.govt.nz

06 370 6300
161 Queen Street
PO Box 444, Masterton 5840



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=====

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Sale and supply of alcohol applications requiring police report

15 Working Day report due date is: **7 May 2026**

Please find attached copies of applications and relevant information which has been received by the Masterton District Licensing Committee.

To achieve statutory time frames, any opposition reports must be received within 15 working days from the date of this correspondence, emailed to alcohol@mstn.govt.nz.

If no report is received within this time frame we will assume that you have no opposition to the applications listed below.

DLC ref #	Applicant	POLICE Comments	Date	Opposition (Yes/No)	POLICE Initials
ON0026	Blaiken Limited New On Licence	Not opposed.	6/05/2026	No.	TL

Sale and supply of alcohol applications requiring police report

15 Working Day report due date is: **7 May 2026**

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DLC ref #	Applicant	POLICE Comments	Date	Opposition (Yes/No)	POLICE Initials
OF0012	Blaiken Limited New Off Licence	Not opposed.	6/05/2026	No.	TL

Nanette Larkin

From: Allen, Brendon [REDACTED]
Sent: Wednesday, 15 April 2026 3:26 pm
To: alcohol alcohol
Subject: RE: Masterton - Alcohol Applications - Blaiken Limited - (ON0026)

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Samantha,

Fire and Emergency do not currently support this application due to the building not currently being compliant with our regulations.

An evacuation scheme was approved for the building in August 2023, however we have not received any notifications of trial evacuations since then (required every 6 months)

We will contact the applicant regarding this also.

Regards,

Brendon Allen

[REDACTED]



From: alcohol alcohol <alcohol@mastertondc.onmicrosoft.com>
Sent: Wednesday, 15 April 2026 2:15 pm
To: Wellington District - RR Teams <WellingtonDistrict-RRTeams@fireandemergency.nz>
Subject: Masterton - Alcohol Applications - Blaiken Limited - (ON0026)

Kia ora

Please find attached copies of applications and relevant information which has been received by the Masterton District Licensing Committee.

Application for new on licence – Blaiken Limited – (ON0026)

Ngā mihi

Samantha Wilkinson

Customer Service Specialist

 [@MastertonDC](#)

www.mstn.govt.nz

06 370 6300

161 Queen Street

PO Box 444, Masterton 5840



MASTERTON
WHAKAORIORI
DISTRICT COUNCIL

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Nanette Larkin

From: Allen, Brendon [REDACTED]
Sent: Wednesday, 15 April 2026 3:27 pm
To: alcohol alcohol
Subject: RE: Masterton - Alcohol Applications - Blaiken Limited - (OF0012)

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Samantha,

Same as previous email for this one.

Regards,

Brendon Allen

[REDACTED]



From: alcohol alcohol <alcohol@mastertondc.onmicrosoft.com>
Sent: Wednesday, 15 April 2026 2:20 pm
To: Wellington District - RR Teams <WellingtonDistrict-RRTeams@fireandemergency.nz>
Subject: Masterton - Alcohol Applications - Blaiken Limited - (OF0012)

Kia ora

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Application for new off licence – Blaiken Limited - (OF0012)

Ngā mihi

Samantha Wilkinson

 @MastertonDC

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Nanette Larkin

From: Allen, Brendon [REDACTED]
Sent: Tuesday, 28 April 2026 12:45 pm
To: alcohol alcohol
Subject: RE: Masterton - Alcohol Applications - Blaiken Limited - (ON0026)

Hi Samantha,

A trial evacuation has now been completed and notified to us for this building.

We have also given the building owner the opportunity to transfer the scheme to their name as it still resides under a previous owner. This should avoid issues going forward.

We now have no further objection to this application as the scheme is now compliant.

Regards,

Brendon Allen

[REDACTED]



From: Allen, Brendon
Sent: Wednesday, 15 April 2026 3:26 pm
To: 'alcohol alcohol' <alcohol@mastertondc.onmicrosoft.com>
Subject: RE: Masterton - Alcohol Applications - Blaiken Limited - (ON0026)

Hi Samantha,

Fire and Emergency do not currently support this application due to the building not currently being compliant with our regulations.

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Regards,

Brendon Allen



From: alcohol alcohol <alcohol@mastertondc.onmicrosoft.com>
Sent: Wednesday, 15 April 2026 2:15 pm
To: Wellington District - RR Teams <WellingtonDistrict-RRTeams@fireandemergency.nz>
Subject: Masterton - Alcohol Applications - Blaiken Limited - (ON0026)

Kia ora

Please find attached copies of applications and relevant information which has been received by the Masterton District Licensing Committee.

Application for new on licence – Blaiken Limited – (ON0026)

Ngā mihi

Samantha Wilkinson

Customer Service Specialist

 [@MastertonDC](#)

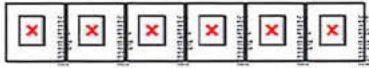
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