

# South Somerset District Council

*Notice of Meeting*



## Licensing Sub Committee

*Making a difference where it counts*

**Wednesday 16th December 2015**

**11.00 am**

**Council Chamber B  
Council Offices  
Brympton Way  
Yeovil  
BA20 2HT**

(disabled access is available at this meeting venue)



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Members listed on the following page are requested to attend the meeting.

The public and press are welcome to attend.

If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, **Jo Morris, Democratic Services Officer on 01935 462055**, website: [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)

This Agenda was issued on Wednesday 9 December 2015.

*Ian Clarke, Assistant Director (Legal & Corporate Services)*

**This information is also available on our website  
[www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)**



INVESTORS IN PEOPLE

# Licensing Sub Committee Membership

David Norris (Chairman)

Alan Smith

Linda Vjeh

## South Somerset District Council – Council Plan

### Our focuses are: (all equal)

- Jobs – We want a strong economy which has low unemployment and thriving businesses
- Environment – We want an attractive environment to live in with increased recycling and lower energy use
- Homes – We want decent housing for our residents that matches their income
- Health and Communities – We want communities that are healthy, self-reliant and have individuals who are willing to help each other

### Members Questions on reports prior to the Meeting

Members of the Committee are requested to contact report authors on points of clarification prior to the Committee meeting.

## Information for the Public

The Statutory Licensing Committee has responsibility for all activities under the Licensing Act 2003 and the Gambling Act 2005 except for policies and fees. Established under the Licensing Act 2003, It exercises the functions of the Licensing Authority which itself is the Council.

The Other Licensing Committee can be responsible for all other licensing matters. Established by the Council under discretionary power contained in section 101 of the Local Government Act 1972.

It is lawful for the membership of the two committees to be the same, but they are differently constituted and run under different powers.

Meetings of the Licensing Sub Committee are held as required in the Council Offices, Brympton Way.

Licensing Sub Committee agendas and minutes are published on the Council's website [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)

The Council's Constitution is also on the web site and available for inspection in council offices.

Further information can be obtained by contacting the agenda co-ordinator named on the front page.

# Licensing Sub Committee

**Wednesday 16 December 2015**

## Agenda

### *Preliminary Items*

**1. Declarations of Interests**

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9. In the interests of complete transparency, Members of the County Council, who are not also members of this committee, are encouraged to declare any interests they may have in any matters being discussed even though they may not be under any obligation to do so under any relevant code of conduct.

**2. Procedure to be followed when considering licensing applications under the Licensing Act 2003 (Pages 4 - 7)**

**3. Representation following the Application for a New Premises Licence at Something Else Fishy, 1 The High Street, Milborne Port DT9 5DG (Pages 8 - 28)**

# Agenda Item 2

## 2. Procedure to be followed when considering Licencing Applications under the Licensing Act 2003

Pre meeting Prior to the start of the Hearing the Committee Administrator will check that any person wishing to address the Sub-Committee is either an Interested Party or an authorised representative of an Interested Party or a Responsible Body and is entitled therefore to do so.

Where there is any doubt about the person's eligibility to address the sub-Committee, the Committee Administrator will seek advice from the Legal Officer(s).

### 1. The Chairman will introduce:

- members of the Sub-Committee (which will be made up of three District Councillors);
- the officers present;
- the Parties and their representatives (if any).

**The Chairman will ask**, before starting the Hearing, if any representations are being withdrawn.

### 2. At the start of the hearing **the Chairman will advise:-**

- all Parties of the reason for the Hearing and the procedure to be adopted;
- that where a Party wants another person to appear at the Hearing they must ask permission (under Regulation 8(2)) although such permission will not be unreasonably withheld. No permission is needed where the other person is acting only as the Party's representative;
- that if any Party wishes to ask the Sub-Committee to consider documentary or other information at the hearing, which was not provided before the Hearing, then all Parties must consent;
- that if any Party does not attend or is not represented at the hearing, the Hearing can go ahead but the Sub-Committee will consider any application, notice or written representations received by the relevant deadline from that Party;
- that in some circumstances, the Hearing may be adjourned, where the Sub-Committee consider the public interest demands it.

### 3. The Chairman will ask each Party to confirm receipt of the following documents:-

- Officer's report relating to the case;
- The procedure to be adopted during the Hearing;
- The documents, which the authority is required to provide under the Regulations – this varies according to the type of application but normally this means checking that the applicant has received copies of all the representations made in response to the application notices.

Any queries on the procedure or the factual content of the Licensing Officer's report should be dealt with at this point, with the assistance of the legal officer(s), as required.

4. **The Chairman will then ask** the Licensing Officer to present their report on the application. The report will include confirmation that the requirements as to advertising the application and the serving of notices have been met.
  5. **The Chairman will inform all present - prior to receiving representations** - that each Party will be given an equal amount of time to make their representations. This will normally be a maximum of five minutes. However, the Chairman has discretion about the time given to each Party and may vary the time limit where reasonable to do so although reasons will be given and fairness maintained.
  6. **The Chairman will invite any Responsible Bodies present** e.g. representatives of Police/Fire Service/ Environmental Services to address the Sub-Committee on any relevant representations they have made.
  7. **The Chairman will then invite:**
    - Parties or their representatives speaking in support of the application (including the applicant for the review) to address the Sub-Committee on their relevant representations. The address shall relate only to those matters already raised in the application, representations or notice (as applicable). No new information can be presented at the hearing unless all Parties agree, however, where the authority has notified the Party that it requires clarification on any points, this should be provided at this stage;
    - Parties or their representatives, speaking in opposition to the application for review, to address the Sub-Committee on their relevant representations. The address shall relate only to those matters already raised in the application, representations or notice (as applicable). No new information can be presented at the hearing unless all Parties agree, however, where the authority has notified the Party that it requires clarification on any points, this should be provided at this stage.
- The Chairman** will permit a Member to seek immediate clarification of a point made by a Party, their representative or any another person permitted to attend where, prior to this point in the Hearing, circumstances arise which make it desirable to do so, provided that the question is relevant and helps the proper conduct of the Hearing. The rules of natural justice will be followed.
- No Cross examination will be permitted without the consent of the sub-Committee and this will only be given where Committee considers that cross-examination is required for it to consider the representations, application or notice.
8. **The Chairman will ask** whether anyone has any further relevant comments to make and whether each Party is satisfied with the conduct of the Hearing.
  9. **The Chairman will then invite** Members of the Sub-Committee to ask any questions of any of the Parties or any other person permitted by the Sub-Committee to appear at the Hearing.
  10. **The Chairman will check with the legal adviser(s) that all relevant points have been addressed before asking the Parties to leave the room while** the Sub-Committee consider its decision in private. Only the clerk and the legal adviser(s) will remain with the Sub-Committee although only the sub-

committee will be making the decision.

11. **Once in private the Chairman will advise the other Members** that they must consider all the information before them in making their decision but will disregard any information which is not relevant to the application, representations or notice and which does not relate to promoting the Licensing Objectives. Members will take account of the Statutory Guidance and the Council's Statement of Licensing Policy but shall be free to depart from it where the merits of the case warrant it. Full reasons shall be given for any such departure. If Members require further information from any Party or any further evidence, they will reconvene the hearing with all Parties able to be present.
12. **The Chairman will ensure, on the Parties return to the Hearing room,** that any legal advice given to the Sub-Committee in private is summarised to the Parties.
13. **The Chairman will notify** all Parties of their decision and the reasons for the decision. The decision will normally be given orally, at the Hearing, in a plain English format to help those attending the Hearing to understand it more easily. This is not the official written Notice of Decision which be sent to all of the Parties shortly afterwards.

Where the Sub-Committee is unable to give a decision at the meeting, **the Chairman will advise all Parties when a decision can be expected.** The decision will be sent to all Parties within the timescales set down in the Regulations.

14. **The Chairman will inform all Parties** of their possible rights of appeal (if any).

## **NOTES**

1. A Party is anyone who has submitted an application or made a relevant representation or served a notice.
2. Where an adjournment is granted the Sub-Committee will notify the Parties forthwith of the date, time and place to which the Hearing has been adjourned.
3. Under no circumstances must the Parties or their witnesses offer Members of the Sub-Committee information in the absence of the other Party. Similarly, Members will not attempt to illicit information from any Party to the Hearing in the absence of the other. Members will not make pronouncements on the merits of the case until all the evidence has been heard. These are essential elements of the rules of natural justice.
4. The Chairman may vary this procedure, as circumstances require but will have regard to the rules of natural justice.
5. The Hearing will take place in public. However, the public can be excluded from all or part of the hearing where the Sub-Committee considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking place in public.

The Sub-Committee may also require a Party to leave the hearing if that Party

is behaving in a disruptive manner. The Sub-Committee can refuse to readmit the Party or readmit upon conditions but the Party can nevertheless submit to the Sub-Committee before the end of the Hearing any written information it would have been entitled to submit orally at the Hearing.

6. District Councillors representing the area (District Council Ward) to which the application refers, or have declared an interest, will not form part of the Sub-Committee.
  7. Where any irregularity is brought to the attention of the Sub-Committee during the hearing, the Sub-Committee may, if it feels that a Party has been prejudiced as a result of the irregularity, take such steps as it thinks fit to cure that irregularity before it makes its determination. However, any irregularity from a failure to follow this procedure shall not of itself render the proceedings void and any clerical errors may be corrected.
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# Agenda Item 3

## **Representation following the Application for a New Premises Licence at Something Else Fishy, 1 The High Street, Milborne Port DT9 5DG**

*Assistant Director:* Laurence Willis  
*Report Author:* Anita Legg – Licensing Officer  
*Contact Details:* anita.legg@southsomerset.gov.uk or 01935 462134

### **Purpose of the Report**

To inform members that an application has been received from Mrs Nicola Else, for a premises licence to be granted under the Licensing Act 2003 for Something Else Fishy, 1 The High Street, Milborne Port DT9 5DG.

### **Recommendation**

To determine the granting of the premises licence in accordance with the options detailed later in the report.

### **Background**

The Council is the authority responsible for the issue of Premises Licences issued under Section 18 of the Licensing Act 2003.

The Licensing Manager has delegated authority to determine a Premises Licence application, subject to no objections being received from a Responsible Authority or Other Persons. In this case, relevant representations have been received from two Other Persons, necessitating the convening of a hearing.

### **Licensing Objectives**

The licensing objectives are:

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

The licensing objectives are to be considered paramount and the Council has a duty to promote them in its decision making process. An application will not be refused in whole or part or any conditions attached except those offered by the applicant or required by law except where appropriate to promote the licensing objectives.

### **Application**

A copy of the application form is enclosed with the agenda; it does not however include a copy of the plan of the premises, which is available for inspection at the Council offices, Brympton Way, Yeovil.

The details of the application are summarised as follows:

- Applicant: Mrs Nicola Else



Licensable activity applied for:

**Supply of Alcohol (J) – On Sales Only**

| Day      | Start Time | Finish Time | Start Time | Finish Time |
|----------|------------|-------------|------------|-------------|
| Thursday | 12:00      | 14:00       | 17:00      | 22:00       |
| Friday   | 12:00      | 14:00       | 17:00      | 22:00       |
| Saturday | 12:00      | 14:00       | 17:00      | 22:00       |

Seasonal Variations:

| Day   | Start Time | Finish Time | Start Time | Finish Time |
|---|------------|-------------|------------|-------------|
| Tuesday immediately preceding Christmas Day   | 12:00      | 14:00       | 17:00      | 22:00       |
| Wednesday immediately preceding Christmas Day | 12:00      | 14:00       | 17:00      | 22:00       |

Non-Standard Timings: As above.

Clarification is required as there is an anomaly in the application form which refers to Tuesday and Wednesday the week before Christmas Day in seasonal variations box and with Tuesday and Wednesday being given in the non-standard timings box, which later refers to 7 days in the run up to Christmas as it could include a Sunday.

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children. **(K)**

None stated.

**Hours premises open to the public (L) – Not a licensable activity, but shown as part of the application.**

| Day      | Start Time | Finish Time | Start Time | Finish Time |
|----------|------------|-------------|------------|-------------|
| Thursday | 12:00      | 14:00       | 17:00      | 22:00       |
| Friday   | 12:00      | 14:00       | 17:00      | 22:00       |
| Saturday | 12:00      | 14:00       | 17:00      | 22:00       |

Seasonal Variations

| Day   | Start Time | Finish Time | Start Time | Finish Time |
|---|------------|-------------|------------|-------------|
| Tuesday immediately preceding Christmas Day   | 12:00      | 14:00       | 17:00      | 22:00       |
| Wednesday immediately preceding Christmas Day | 12:00      | 14:00       | 17:00      | 22:00       |

Again clarification is required with regard to 7 days in the run up to Christmas as it could include a Sunday.

Non-Standard Timings:

None

Additional steps put forward by the applicant to comply with licensing objectives. Please see Section M (page 16) of the application form (these where appropriate, will become conditions of the licence, subject to the licence being granted, and are in addition to any further conditions imposed by the Licensing Committee).

Evidence that advertising/notice requirements have been complied with:

- The applicant has confirmed that notice(s) were displayed at the premises for the requisite period; the Licensing Manager has visited the premises and confirmed the notice was in place at the time of his visit. A further notice was placed in the Blackmore Vale Magazine for which we are waiting for a copy.

### **Representation – Responsible Authorities**

None

### **Representations – Other Persons**

One letter of representation representing two persons was received which concerned the potential issues of noise and anti-social behaviour from patrons and security.

### **Relevant Observations**

There is an existing restaurant at the premises, which is already open during the hours requested where patrons can bring their own alcohol for consumption as this is not a licensable activity.

The persons making representations have been asked whether they have made any complaints about the activities currently taking place at the premises and if so, to provide details of dates and to which body they were made.

### **Further Information**

None

In determining the application with a view to promoting the licensing objectives in the overall interests of the community, the Committee must have regard to and give appropriate weight to the following considerations:

- Any relevant and valid representation (including supporting documentation received)
- The Latest Guidance issued under s182 of the Act
- The Statement of Licensing Policy issued in January 2014.
- The steps appropriate to promote the licensing objectives as set out in s18(4)
- Human Rights considerations in particular Article 6, Article 8 and Article 1 of Protocol 1

## Options

The options available to the committee are stated at section 18 of the Licensing Act 2003 are as follows:

- Grant the licence subject to such conditions which are consistent with the operating schedule modified to such extent as the Authority considers appropriate for the promotion of the Licensing Objectives and any condition, which must under s19-21, be included in the licence s18(4)(a)(i)(ii) together with the current mandatory conditions.
- Exclude from the scope of the licence any of the licensable activities to which the application relates s18(4)(b)
- Refuse to specify a person in the licence as the premises supervisor s18(4)(c)
- Reject the application s18(4)(d).

## Right of Appeal

Schedule 5 of the Licensing Act 2003 sets out the rights and procedures for making appeals against the decision of the Licensing Authority:

Where the Licensing Authority has rejected an application for a premises licence, the applicant may appeal to the Magistrates' Court against the decision to reject.

Where the Licensing Authority has granted the licence, the holder of the licence may appeal to the Magistrates Court against any decision to impose conditions on the licence that are consistent with the operating schedule or imposed where having regard to any relevant representations, are considered appropriate to promote the licensing objectives.

Where the Licensing Authority has granted the licence subject to the exclusion of any of the licensable activities or refused to specify a person as the premises supervisor, the holder of the licence may appeal to the Magistrates Court against the decision.

Where a person who made a relevant representation desires to contend that the licence ought not to have been granted, or that on granting the licence, the Licensing Authority ought to have imposed different or additional conditions, or ought to have taken a step to exclude a licensable activity or refused to have specified a person as the premises supervisor, he may appeal against the decision to the Magistrates Court.

The appellant commences the appeal by giving a notice of appeal to the designated officer for the Magistrates' court within 21 days beginning with the day on which the applicant was notified by the Licensing Authority of the decision appealed against.

On determining the appeal, the court may,

- Dismiss the appeal
- Substitute for the decision appealed against any other decision which could have been made by the Licensing Authority; or
- Remit the case to the Licensing Authority to dispose of it in accordance with the direction of the court.

and may make such order as to costs as it thinks fit.

## **Background Papers**

Licensing Act 2003

SI 2005 No. 44 Licensing Act 2003 (Hearings) (Regulations) 2005

SI 2005 No. 42 Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005

SI 2010 No.860 Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010

The Latest Guidance issued under section 182 of the Licensing Act 2003.

The Statement of Licensing Policy for South Somerset District Council January 2014.

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**South Somerset District Council  
The Council Offices, Brympton Way  
Yeovil, Somerset, BA20 2HT**

**Application for a premises licence to be granted  
under the Licensing Act 2003**

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We NICOLA ELSE

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

**Part 1 – Premises Details**

|  |               |          |         |
|--|---------------|----------|---------|
| Postal address of premises or, if none, ordnance survey map reference or description |               |          |         |
| SOMETHING ELSE FISHY<br>1 THE HIGH STREET<br>MILBORNE PORT                           |               |          |         |
| Post town  | MILBORNE PORT | Postcode | DT9 5DQ |

|   |              |
|---|--------------|
| Telephone number at premises (if any)   | 01963 250225 |
| Non-domestic rateable value of premises | £ 3050       |

**Part 2 - Applicant Details**

Please state whether you are applying for a premises licence as

Please tick as appropriate

- a) an individual or individuals \*  please complete section (A)
- b) a person other than an individual \*
  - i. as a limited company  please complete section (B)
  - ii. as a partnership  please complete section (B)
  - iii. as an unincorporated association or  please complete section (B)
  - iv. other (for example a statutory corporation)  please complete section (B)

- c) a recognised club  please complete section (B)
- d) a charity  please complete section (B)
- e) the proprietor of an educational establishment  please complete section (B)
- f) a health service body  please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales  please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England  please complete section (B)
- h) the chief officer of police of a police force in England and Wales  please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a  
 statutory function or   
 a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

|   |   |                               |                             |   |  |
|---|---|-------------------------------|-----------------------------|---|--|
| Mr <input type="checkbox"/>                               | Mrs <input checked="" type="checkbox"/> | Miss <input type="checkbox"/> | Ms <input type="checkbox"/> | Other Title (for example, Rev)                      |  |
| Surname <b>ELSE</b>                                       |   |                               | First names <b>NICOLA</b>   |   |  |
| I am 18 years old or over                                 |   |                               |                             | <input checked="" type="checkbox"/> Please tick yes |  |
| Current postal address if different from premises address |   | <b>20 BLACKMORE ROAD</b>      |                             |   |  |
| Post town   | <b>STALBRIDGE</b>                       |                               | Postcode                    | <b>DT10 2NT</b>                                     |  |
| Daytime contact telephone number                          |   |                               | <b>07515 460642</b>         |   |  |
| E-mail address (optional)                                 |   | <b>nicolae8756@aol.com</b>    |                             |   |  |

**SECOND INDIVIDUAL APPLICANT (if applicable)**

|   |                              |                               |                             |  |  |
|---|------------------------------|-------------------------------|-----------------------------|--|--|
| Mr <input type="checkbox"/>                               | Mrs <input type="checkbox"/> | Miss <input type="checkbox"/> | Ms <input type="checkbox"/> | Other Title (for example, Rev)           |  |
| <b>Surname</b>  |                              |                               | <b>First names</b>          |  |  |
| I am 18 years old or over                                 |                              |                               |                             | <input type="checkbox"/> Please tick yes |  |
| Current postal address if different from premises address |                              |                               |                             |  |  |
| Post town   |                              |                               |                             | Postcode                                 |  |
| <b>Daytime contact telephone number</b>                   |                              |                               |                             |  |  |
| <b>E-mail address (optional)</b>                          |                              |                               |                             |  |  |

**(B) OTHER APPLICANTS**

**Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.**

|   |
|---|
| Name  |
| Address   |
| Registered number (where applicable)  |
| Description of applicant (for example, partnership, company, unincorporated association etc.) |
| Telephone number (if any)   |
| E-mail address (optional)   |

**Part 3 Operating Schedule**

When do you want the premises licence to start?

|    |    |      |
|----|----|------|
| DD | MM | YYYY |
| 01 | 10 | 2015 |

If you wish the licence to be valid only for a limited period, when do you want it to end?

|    |    |      |
|----|----|------|
| DD | MM | YYYY |
|    |    |      |

Please give a general description of the premises (please read guidance note 1)  
 We have a 36 seat restaurant that is situated above our fish and chip takeaway. We are on the main high street in Milborne Port. Customers must order food in order to purchase drinks.  
 Licensed area is 1st floor restaurant

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

|   |
|---|
| — |
|---|

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)



**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

**In all cases complete boxes K, L and M**

**A**

| <b>Plays</b><br>Standard days and timings (please read guidance note 6) |       |        | <b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 2)   | Indoors  | <input type="checkbox"/> |
|---|-------|--------|--|----------|--------------------------|
| Day   | Start | Finish |  | Outdoors | <input type="checkbox"/> |
| Mon   |       |        | <b>Please give further details here</b> (please read guidance note 3)  | Both     | <input type="checkbox"/> |
| Tue   |       |        |  |          |                          |
| Wed   |       |        | <b>State any seasonal variations for performing plays</b> (please read guidance note 4)  |          |                          |
| Thur  |       |        |  |          |                          |
| Fri   |       |        | <b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 5) |          |                          |
| Sat   |       |        |  |          |                          |
| Sun   |       |        |  |          |                          |

**B**

|   |       |        |  |          |                          |
|---|-------|--------|--|----------|--------------------------|
| <b>Films</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)  | Indoors  | <input type="checkbox"/> |
|   |       |        |  | Outdoors | <input type="checkbox"/> |
|   |       |        |  | Both     | <input type="checkbox"/> |
| Day   | Start | Finish |  |          |                          |
| Mon   |       |        | <b><u>Please give further details here</u></b> (please read guidance note 3)   |          |                          |
| Tue   |       |        |  |          |                          |
| Wed   |       |        | <b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)  |          |                          |
| Thur  |       |        |  |          |                          |
| Fri   |       |        | <b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |          |                          |
| Sat   |       |        |  |          |                          |
| Sun   |       |        |  |          |                          |

C

| <b>Indoor sporting events</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Please give further details</u></b> (please read guidance note 3)   |
|--|-------|--------|---|
| Day  | Start | Finish |   |
| Mon  |       |        |   |
|  |       |        |   |
| Tue  |       |        | <b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)  |
|  |       |        |   |
| Wed  |       |        |   |
|  |       |        |   |
| Thur   |       |        | <b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |
|  |       |        |   |
| Fri  |       |        |   |
|  |       |        |   |
| Sat  |       |        |   |
|  |       |        |   |
| Sun  |       |        |   |
|  |       |        |   |

**D**

|  |       |        |  |          |                          |  |  |  |
|--|-------|--------|--|----------|--------------------------|--|--|--|
| <b>Boxing or wrestling entertainments</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b><br>(please read guidance note 2) | Indoors  | <input type="checkbox"/> |  |  |  |
|  |       |        |  | Outdoors | <input type="checkbox"/> |  |  |  |
|  |       |        |  | Both     | <input type="checkbox"/> |  |  |  |
| Day  | Start | Finish | <b><u>Please give further details here</u></b> (please read guidance note 3)   |          |                          |  |  |  |
| Mon  |       |        |  |          |                          |  |  |  |
| Tue  |       |        |  |          |                          |  |  |  |
| Wed  |       |        |  |          |                          | <b><u>State any seasonal variations for boxing or wrestling entertainment</u></b><br>(please read guidance note 4)   |  |  |
| Thur   |       |        |  |          |                          |  |  |  |
| Fri  |       |        |  |          |                          |  |  |  |
| Sat  |       |        |  |          |                          | <b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |  |  |
| Sun  |       |        |  |          |                          |  |  |  |

**E**

|  |       |        |   |          |                          |
|--|-------|--------|---|----------|--------------------------|
| <b>Live music</b><br>Standard days and timings (please read guidance note 6) |       |        | <b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)  | Indoors  | <input type="checkbox"/> |
|  |       |        |   | Outdoors | <input type="checkbox"/> |
|  |       |        |   | Both     | <input type="checkbox"/> |
| Day  | Start | Finish |   |          |                          |
| Mon  |       |        | <b>Please give further details here</b> (please read guidance note 3)   |          |                          |
| Tue  |       |        |   |          |                          |
| Wed  |       |        | <b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)  |          |                          |
| Thur   |       |        |   |          |                          |
| Fri  |       |        | <b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 5) |          |                          |
| Sat  |       |        |   |          |                          |
| Sun  |       |        |   |          |                          |

**F**

|  |              |               |   |          |                          |
|--|--------------|---------------|---|----------|--------------------------|
| <b>Recorded music</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)  | Indoors  | <input type="checkbox"/> |
|  |              |               |   | Outdoors | <input type="checkbox"/> |
|  |              |               |   | Both     | <input type="checkbox"/> |
| <b>Day</b>   | <b>Start</b> | <b>Finish</b> |   |          |                          |
| Mon  |              |               | <b>Please give further details here</b> (please read guidance note 3)   |          |                          |
| Tue  |              |               |   |          |                          |
| Wed  |              |               | <b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 4)  |          |                          |
| Thur   |              |               |   |          |                          |
| Fri  |              |               | <b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 5) |          |                          |
| Sat  |              |               |   |          |                          |
| Sun  |              |               |   |          |                          |

**G**

|   |       |        |   |          |                          |
|---|-------|--------|---|----------|--------------------------|
| <b>Performances of dance</b><br>Standard days and timings (please read guidance note 6) |       |        | <b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)  | Indoors  | <input type="checkbox"/> |
|   |       |        |   | Outdoors | <input type="checkbox"/> |
|   |       |        |   | Both     | <input type="checkbox"/> |
| Day   | Start | Finish | <b><u>Please give further details here</u></b> (please read guidance note 3)  |          |                          |
| Mon   |       |        |   |          |                          |
| Tue   |       |        |   |          |                          |
| Wed   |       |        | <b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)  |          |                          |
| Thur  |       |        |   |          |                          |
| Fri   |       |        | <b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |          |                          |
| Sat   |       |        |   |          |                          |
| Sun   |       |        |   |          |                          |

# H

|  |       |        |  |          |                          |
|--|-------|--------|--|----------|--------------------------|
| <b>Anything of a similar description to that falling within (e), (f) or (g)</b><br>Standard days and timings (please read guidance note 6) |       |        | Please give a description of the type of entertainment you will be providing   |          |                          |
| Day  | Start | Finish | <b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)   | Indoors  | <input type="checkbox"/> |
| Mon  |       |        |  | Outdoors | <input type="checkbox"/> |
|  |       |        |  | Both     | <input type="checkbox"/> |
| Tue  |       |        | <b><u>Please give further details here</u></b> (please read guidance note 3)   |          |                          |
| Wed  |       |        |  |          |                          |
| Thur   |       |        | <b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)  |          |                          |
| Fri  |       |        |  |          |                          |
| Sat  |       |        | <b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5) |          |                          |
| Sun  |       |        |  |          |                          |



**I**

|  |              |               |   |          |                          |
|--|--------------|---------------|---|----------|--------------------------|
| <b>Late night refreshment</b><br>Standard days and timings (please read guidance note 6) |              |               | <b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b><br>(please read guidance note 2)   | Indoors  | <input type="checkbox"/> |
|  |              |               |   | Outdoors | <input type="checkbox"/> |
|  |              |               |   | Both     | <input type="checkbox"/> |
| <b>Day</b>   | <b>Start</b> | <b>Finish</b> |   |          |                          |
| Mon  |              |               | <b><u>Please give further details here</u></b> (please read guidance note 3)  |          |                          |
| Tue  |              |               |   |          |                          |
| Wed  |              |               | <b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)   |          |                          |
| Thur   |              |               |   |          |                          |
| Fri  |              |               | <b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 5) |          |                          |
| Sat  |              |               |   |          |                          |
| Sun  |              |               |   |          |                          |

J

|   |       |        |   |                  |                                     |
|---|-------|--------|---|------------------|-------------------------------------|
| <b>Supply of alcohol</b><br>Standard days and timings (please read guidance note 6) |       |        | <b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 7)  | On the premises  | <input checked="" type="checkbox"/> |
|   |       |        |   | Off the premises | <input type="checkbox"/>            |
|   |       |        |   | Both             | <input type="checkbox"/>            |
| Day   | Start | Finish | <b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)  |                  |                                     |
| Mon   |       |        | At Christmas we extend our opening days to cover Tuesday and Wednesday the week before Christmas day. Opening times remain the same.  |                  |                                     |
| Tue   |       |        |   |                  |                                     |
| Wed   |       |        |   |                  |                                     |
| Thur  | 12.00 | 14.00  | <b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 5) |                  |                                     |
|   | 17.00 | 22.00  |   |                  |                                     |
| Fri   | 12.00 | 14.00  | The week before Christmas day sale of alcohol on Tuesdays and Wednesday. 12.00 - 1400<br>17.00 - 2200<br>(7 days in the run up to Christmas.  |                  |                                     |
|   | 17.00 | 22.00  |   |                  |                                     |
| Sat   | 12.00 | 14.00  |   |                  |                                     |
|   | 17.00 | 22.00  |   |                  |                                     |
| Sun   |       |        |   |                  |                                     |

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

|      |             |
|------|-------------|
| Name | NICOLA ELSE |
|      |             |

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

L

| <b>Hours premises are open to the public</b><br>Standard days and timings (please read guidance note 6) |             |                | <b>State any seasonal variations</b> (please read guidance note 4)  |
|---|-------------|----------------|---|
| Day   | Start       | Finish         |   |
| Mon   |             |                | During the Christmas period we extend our opening days to include Tuesday and Wednesday the week before Christmas day.<br>The week before Christmas<br>Tuesday and Wednesday (7 days in the week)<br>12. - 19.00<br>17. - 22.00<br>new up to Christmas Day. |
| Tue   |             |                |   |
| Wed   |             |                |   |
| Thur  | 12pm<br>5pm | 2pm<br>10.00pm | <b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 5)   |
| Fri   | 12pm<br>5pm | 2pm<br>10.00pm |   |
| Sat   | 12pm<br>5pm | 2pm<br>10.00pm |   |
| Sun   |             |                |   |
|   |             |                |   |
|   |             |                |   |
|   |             |                |   |

**M** Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

We will keep strong management controls and carry out effective staff training so all staff are aware of the premises license and all requirements to meet the licensing objectives, particular attention will be focused on

- 1- not selling alcohol to underage people 'challenge 25'
- 2- not allowing drunk & disorderly behaviour on the premises.
- 3- protecting children from harm.
- 4- not allowing violent or anti-social behaviour to occur.

b) The prevention of crime and disorder

- A clear notice outside the premises displaying normal operating hours under the terms of the premises license.
- Not selling alcohol to drunk or intoxicated customers.
- Being vigilant to suspicious behaviour.
- Staff training in dealing with customers who may become drunk or intoxicated reminding them to behave in an orderly and respectful manner.

c) Public safety

- Internal & external lighting to help promote public safety.
- Staff training to adhere to any environmental health requirements.
- Staff training and implementation of underage ID checks.
- A recording system will be kept on site of all inspections made/required by the premises license and will be available for inspection at all times.

d) The prevention of public nuisance

- Prominent, clear & legible notices will be displayed on the exit reminding customers to be respectful to nearby residents and to leave the premises and the area quietly.
- We will ensure all staff who leave at night to do so in a manner to avoid disturbance to residents.
- Customers will be asked not to stand around talking loudly outside the premises.
- No customers will be permitted into the premises post opening hours.

e) The protection of children from harm

- To conduct 'challenge 25' at all times and to give enhanced staff training to this.
- Well trained staff on establishing a persons age and identity.
- To provide a log book that will be available at all times on the premises.

- where ~~where~~ ~~to~~ people under the age of 18  
are in the premises with those of over the age of 18 and they consume ~~with~~ alcohol (16 + 17 yr olds only) this will be recorded.

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- where I have authority of sales of alcohol for staff members under the age of 18.  
- will also record any refusals of alcohol (challenge 25).