## Application to vary a premises licence 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 Greene King Brewing & Retailing Limited

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number 05/00423PREMV

#### Part 1 – Premises Details

| Post townNottinghamPostcodeNG16 2GB | Post town | Nottingham | Postcode | NG16 2GB |
|-------------------------------------|-----------|------------|----------|----------|

| Telephone number at premises (if any)   |                     |
|---|---------------------|
| Non-domestic rateable value of premises | £18,500.00 – Band B |

#### Part 2 – Applicant details

| Daytime cor telephone n   |                |                          |          |          |
|---|----------------|--------------------------|----------|----------|
| E-mail addre  | ess (optional) | Licensingpp@greeneking.c | o.uk     |          |
| Current postal address if<br>different from premises<br>address |                | Westgate Brewery         |          |          |
| Post town   | Bury St Edmund | ls                       | Postcode | IP33 1QT |

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible?

⊠Yes □ No

| not, from what date do you want the variation to take |  | MM |  | YYYY |  |  |  |
|---|--|----|--|------|--|--|--|
| effect?   |  |    |  |      |  |  |  |

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1)  $\Box$  Yes  $\boxtimes$  No

Please describe briefly the nature of the proposed variation (Please see guidance note

2)

To extend the sale of alcohol, recorded music and late night refreshment on Friday and Saturday, and any Sunday prior to a bank holiday until 02.00 hours the following morning. (currently permitted until 00.00 Friday and Saturday, and 01.00 Sunday prior to a bank holiday).

To permit the sale of alcohol, recorded music and late night refreshment for New Year's Eve until 02.00.

To permit the premises to open for an additional 30 minutes following the cessation of the sale of alcohol.

To change the plan to include the external areas of the premises for the sale of alcohol.

To remove the following conditions from the premises licence:

- A zero tolerance policy towards illegal drugs will be enforced at all times.

- If a DJ is used on any night then he/she will ask customers to leave quietly.

- CCTV camera shall operate whilst the premises are open to the public and recordings and footage shall be retained and archives for a period of not less than 31 days. Such recordings shall be made available to the police or authorised officer of the council at reasonable times.

- All instance of crime and disorder will be reported to the police and will be recorded in an incident log book.

- Additional patrols will take place by members of staff, internally and externally, to monitor any noise pollution when entertainment is being offered within the premises.

- Text and/or radio pagers, where already used, will continue to be used during operating hours and will be monitored by a responsible member of staff.

- Under 18 year olds will not be allowed to play on section 34 permitted amusements with prizes (AWP) machines.

- Clear and legible notices shall be displayed in prominent locations in and around the premises in wording and locations to be approved by the Licensing Authority advising members of the public with regard to the following:

a) Quiet departure and dispersal of customers after closing time.

b) Telephone helpline number provided by the licence holder for reporting any issues or concerns regarding the operation of the premises

c) Quiet departure of customers using the car parking facilities.

To add the following conditions to the premises licence:

- 1. All staff who have direct dealings with customers shall be trained in the following:
  - (i) Licensing law and in particular that relating to the sale of alcohol;
  - (ii) The Challenge 25 policy;
  - (iii) The premises licence and its conditions.

A record shall be kept of this training which will be refreshed no less than every 6 months and this record shall be available for inspection by the Licensing Authority or Police upon request.

- 2. An incident log will be kept and maintained at the premises and all incidents shall be recorded in it. As a minimum, the log will record the date and time of the incident, the name of the person making the entry, the nature of the incident and any actions taken.
- 3. The DPS/ manager will undertake a risk assessment in relation to any night where premises opens until 02:00hrs in order to determine whether SIA door staff will be required to promote the licensing objectives. Where the risk assessment identifies the need for SIA door staff, these will be provided at the times and in the numbers deemed by the risk assessment to be appropriate in the circumstances. This risk assessment will be revisited regularly to ensure that the risk assessment remains appropriate. The risk assessment is to be in written form and kept at the premises for inspection by the Licensing Authority or Police upon request.
- 4. A CCTV system shall be installed and maintained at the premises during times when the premises is open to the public.
- 5. CCTV images will be kept for a period of 31 days and made available to the police as soon as reasonably practicable.
- 6. CCTV will operate in accordance with the relevant Data Protection Legislation.
- 7. Any manager left in charge of the premises shall be trained in the use of any such CCTV equipment and be able to produce/download/burn CCTV images upon request from an authorised officer.
- 8. The DPS/ manager will undertake a weekly inspection of the public areas of the premises to identify anything might present an identifiable risk to public safety. Any risks identified that are deemed to be unreasonable must be rectified at the earliest possible opportunity.
- 9. There shall be no new entry to the premises after Midnight on a Friday, Saturday or Sunday preceding the bank holiday.
- 10. A sign will be displayed at each exit from the premises asking customers to respect the rights of nearby residents not to be disturbed.
- 11. Any outside areas are to be monitored by management and staff, when occupied, during the hours that the premises are open to the public.
- 12. A dispersal policy ('the policy') will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each night's trading session do so quickly and quietly. The policy will be disseminated to staff as required to ensure that it is properly implemented and a copy kept at the premises for inspection by licensing or other responsible authority officers on request.
- 13. When regulated entertainment is provided, noise checks will be carried out at the nearest noise sensitive property. A noise check log of these checks will be kept and maintained at the premises. As a minimum the log will record the date and time of the check, the name of the person making the check, the sound level and if required, any action taken. The log will be made available to an authorised officer upon request.
- 14. A complaints log will be maintained and any complaints from residents shall be recorded in it. As a minimum, the information recorded shall include: date and time of the complaint, name of complainant and any action taken thereafter in relation to it.
- 15. A Challenge 25 policy shall be implemented and full and appropriate identification shall be sought from any person who appears under the age of 25.
- 16. Any external mobile bar will only be used between the hours of 11.00 hours and 22.30 hours daily.
- 17. Any external mobile bar will be supervised at all times when in use.
- 18. Any external mobile bar will be inaccessible to customers when not in use to ensure they do not have access to any alcohol.

All other hours, activities and conditions to remain unaltered.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

# Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

| Pro<br>not | vision of regulated entertainment (Please see guidance<br>e 3)                                      | Please tick all 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)  |                            | $\square$ |
| g)         | performances of dance (if ticking yes, fill in box G)   |                            |           |
| h)         | anything of a similar description to that falling within (e), (f) o (if ticking yes, fill in box H) | r (g)                      |           |

| Provision of late night refreshment (if ticking yes, fill in box I) | $\boxtimes$ |
|---|-------------|
| Supply of alcohol (if ticking yes, fill in box J)                   | $\boxtimes$ |
| In all cases complete boxes K, L and M                              |             |

А

|        | ard days<br>s (please |        | Will the performance of a play take place<br>indoors or outdoors or both – please tick<br>(please read guidance note 4)                                 | Indoors               |    |
|--------|-----------------------|--------|---|-----------------------|----|
| guidan | ice note 8            | 3)     |   | Outdoors              |    |
| Day    | Start                 | Finish |   | Both                  |    |
| Mon    |                       |        | Please give further details here (please read gu  | uidance note 5        | )  |
| Tue    |                       |        |   |                       |    |
| Wed    |                       |        | State any seasonal variations for performing pla<br>guidance note 6)  | <u>ays</u> (please re | ad |
| Thur   |                       |        |   |                       |    |
| Fri    |                       |        | Non standard timings. Where you intend to use<br>the performance of plays at different times to th<br>column on the left, please list (please read guid | ose listed in th      |    |
| Sat    |                       |        |   |                       |    |
| Sun    |                       |        |   |                       |    |

| timings | ard days a<br>s (please | read   | <u>Will the exhibition of films take place indoors</u><br><u>or outdoors or both – please tick</u> (please read<br>guidance note 4)                       | Indoors                |              |
|---------|-------------------------|--------|---|------------------------|--------------|
| guidan  | ce note 8               | 3)     |   | Outdoors               |              |
| Day     | Start                   | Finish |   | Both                   |              |
| Mon     |                         |        | Please give further details here (please read gu  | uidance note 5         | )            |
| Tue     |                         |        |   |                        |              |
| Wed     |                         |        | State any seasonal variations for the exhibition read guidance note 6)  | <u>of films</u> (pleas | se           |
| Thur    |                         |        |   |                        |              |
| Fri     |                         |        | Non standard timings. Where you intend to use<br>the exhibition of films at different times to those<br>column on the left, please list (please read guid | listed in the          | <u>s for</u> |
| Sat     |                         |        |   |                        |              |
| Sun     |                         |        |   |                        |              |

В

С

| Standa<br>timings | sporting<br>ard days<br>s (please<br>ce note 8 | and<br>read | Please give further details (please read guidance note 5)   |
|-------------------|--|-------------|---|
| Day               | Start  | Finish      |   |
| Mon               |  |             |   |
| Tue               |  |             | State any seasonal variations for indoor sporting events (please read guidance note 6)  |
| Wed               |  |             |   |
| Thur              |  |             | 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 (please read guidance note 7) |
| Fri               |  |             |   |
| Sat               |  |             |   |
| Sun               |  |             |   |

| enterta<br>Standa | or wrest<br>ainments<br>ard days a | and    | <u>Will the boxing or wrestling entertainment</u><br><u>take place indoors or outdoors or both –</u><br><u>please tick</u> (please read guidance note 4)                | Indoors       |    |
|-------------------|------------------------------------|--------|---|---------------|----|
|                   | s (please<br>ce note 8             |        |   | Outdoors      |    |
| Day               | Start                              | Finish |   | Both          |    |
| Mon               |                                    |        | Please give further details here (please read gu  | idance note 5 | 5) |
| Tue               |                                    |        |   |               |    |
| Wed               |                                    |        | State any seasonal variations for boxing or wre<br>entertainment (please read guidance note 6)  | <u>stling</u> |    |
| Thur              |                                    |        |   |               |    |
| Fri               |                                    |        | Non standard timings. Where you intend to use<br>boxing or wrestling entertainment at different tim<br>listed in the column on the left, please list (please<br>note 7) | nes to those  |    |
| Sat               |                                    |        |   |               |    |
| Sun               |                                    |        |   |               |    |

D

| timings | ard days a<br>s (please | read   | <u>Will the performance of live music take place</u><br><u>indoors or outdoors or both – please tick</u><br>(please read guidance note 4)                | Indoors         |             |
|---------|-------------------------|--------|--|-----------------|-------------|
| guidan  | ce note 8               | 3)     |  | Outdoors        |             |
| Day     | Start                   | Finish |  | Both            |             |
| Mon     |                         |        | <u>Please give further details here</u> (please read gu  | idance note 5   | i)          |
| Tue     |                         |        |  |                 |             |
| Wed     |                         |        | State any seasonal variations for the performan (please read guidance note 6)  | nce of live mus | <u>sic</u>  |
| Thur    |                         |        |  |                 |             |
| Fri     |                         |        | Non standard timings. Where you intend to use<br>the performance of live music at different times<br>the column on the left, please list (please read of | to those listed | <u>d in</u> |
| Sat     |                         |        |  |                 |             |
| Sun     |                         |        |  |                 |             |

Е

| Standa | Recorded music<br>Standard days and<br>timings (please read |        | ard days and<br>s (please readindoors or outdoors or both – please tick<br>(please read guidance note 4)Indoors |                 |      | $\boxtimes$ |
|--------|---|--------|---|-----------------|------|-------------|
|        | ice note 8  |        |   | Outdoors        |      |             |
| Day    | Start   | Finish |   | Both            |      |             |
| Mon    |   |        | Please give further details here (please read gu  | uidance note 5  | 5)   |             |
|        | 10:00   | 23:00  |   |                 |      |             |
| Tue    |   |        |   |                 |      |             |
|        | 10:00   | 23:00  |   |                 |      |             |
| Wed    |   |        | State any seasonal variations for the playing of recorded music (please read guidance note 6)                   |                 |      |             |
|        | 10:00   | 23:00  |   |                 |      |             |
| Thur   |   |        |   |                 |      |             |
|        | 10:00   | 23:00  |   |                 |      |             |
| Fri    |   |        | Non standard timings. Where you intend to use the playing of recorded music at different times                  | to those listed | d in |             |
|        | 10:00   |        | the column on the left, please list (please read  | guidance note   | 7)   |             |
| Sat    |   | 02:00  | Sunday preceding a bank holiday and New Yea 02.00 hours.  | ar's Eve until  |      |             |
|        | 10:00   |        | All other non-standard timings to remain uncha  | nged, except    |      |             |
| Sun    |   | 02:00  | where it conflicts with the above.  | -               |      |             |
|        | 10:00   | 23:00  |   |                 |      |             |

F

G

| Performances of<br>dance<br>Standard days and |                        |        | Will the performance of dance take place<br>indoors or outdoors or both – please tick<br>(please read guidance note 4)  | Indoors       |      |  |
|---|------------------------|--------|---|---------------|------|--|
| timings                                       | s (please<br>ce note 8 | read   |   | Outdoors      |      |  |
| Day   | Start                  | Finish |   | Both          |      |  |
| Mon   |                        |        | <u>Please give further details here</u> (please read  | guidance note | e 5) |  |
| Tue   |                        |        |   |               |      |  |
| Wed   |                        |        | State any seasonal variations for the performance of dance<br>(please read guidance note 6)   |               |      |  |
| Thur  |                        |        |   |               |      |  |
| Fri   |                        |        | 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 (please read guidance note 7) |               |      |  |
| Sat   |                        |        |   |               |      |  |
| Sun   |                        |        |   |               |      |  |

| Anything of a similar<br>description to that<br>falling within (e), (f)<br>or (g)<br>Standard days and<br>timings (please read<br>guidance note 8) |       |        | Please give a description of the type of entertai providing  | nment you wil | l be |  |
|--|-------|--------|--|---------------|------|--|
| Day  | Start | Finish | Will this entertainment take place indoors<br>or outdoors or both – please tick (please  | Indoors       |      |  |
| Mon  |       |        | read guidance note 4)  | Outdoors      |      |  |
|  |       |        |  | Both          |      |  |
| Tue  |       |        | Please give further details here (please read guidance note 5)   |               |      |  |
| Wed  |       |        | -  |               |      |  |
| Thur   |       |        | State any seasonal variations for entertainment of a similar<br>description to that falling within (e), (f) or (g) (please read<br>guidance note 6)  |               |      |  |
| Fri  |       |        |  |               |      |  |
| Sat  |       |        | 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 (please read guidance note 7) |               |      |  |
| Sun  |       |        |  |               |      |  |

I

| Late night<br>refreshment<br>Standard days and |  | and    | Will the provision of late night<br>refreshment take place indoors or<br>outdoors or both – please tick (please read | Indoors             |      |  |
|--|--|--------|--|---------------------|------|--|
| timings  | timings (please read<br>guidance note 8) |        | guidance note 4)   | Outdoors            |      |  |
| Day  | Start                                    | Finish |  | Both                |      |  |
| Mon  |  |        | Please give further details here (please read guidance   |                     | e 5) |  |
|  | 23:00                                    | 23:30  |  |                     |      |  |
| Tue  |  |        |  |                     |      |  |
|  | 23:00                                    | 23:30  |  |                     |      |  |
| Wed  |  |        | State any seasonal variations for the provision of late night refreshment (please read guidance note 6)              |                     |      |  |
|  | 23:00                                    | 23:30  |  |                     |      |  |
| Thur   |  |        |  |                     |      |  |
|  | 23:00                                    | 23:30  |  |                     |      |  |
| Fri  |  |        | Non standard timings. Where you intend to use the premises for the provision of late night refreshment at            |                     |      |  |
|  | 23:00                                    |        | different times, to those listed in the column<br>please list (please read guidance note 7)                          | <u>on the left,</u> |      |  |
| Sat  |  | 02:00  | Sunday preceding a bank holiday and New Year's Eve unti 02.00 hours.   |                     |      |  |
|  | 23:00                                    |        | All other non-standard timings to remain uncha   | nged, except        |      |  |
| Sun  |  | 02:00  | where it conflicts with the above.   |                     |      |  |
|  | 23:00                                    | 23:30  |  |                     |      |  |

| Supply of alcohol<br>Standard days and<br>timings (please read |            | and    | Will the supply of alcohol be for<br>consumption – please tick (please read<br>guidance note 9)On the<br>premise |                  |     |  |
|--|------------|--------|--|------------------|-----|--|
|  | ice note 8 |        |  | Off the premises |     |  |
| Day  | Start      | Finish |  | Both             |     |  |
| Mon  |            |        | State any seasonal variations for the supply (please read guidance note 6)                                       | of alcohol       |     |  |
|  | 10:00      | 23:00  | (please read guidance note 0)  |                  |     |  |
| Tue  | 10.00      | 20.00  |  |                  |     |  |
|  |            |        |  |                  |     |  |
|  | 10:00      | 23:00  |  |                  |     |  |
| Wed  |            |        |  |                  |     |  |
|  | 10:00      | 23:00  |  |                  |     |  |
| Thur   |            |        | Non-standard timings. Where you intend to use the  |                  |     |  |
|  |            |        | premises for the supply of alcohol at differe<br>listed in the column on the left, please list (p                |                  | ose |  |
|  | 10:00      | 23:00  | guidance note 7)   | lease leau       |     |  |
| Fri  |            |        | Sunday preceding a bank holiday and New Yea  | ar's Eve until   |     |  |
|  | 10:00      |        | 02.00 hours.   |                  |     |  |
| Sat  |            | 02:00  | All other non-standard timings to remain unchanged, except where it conflicts with the above.                    |                  |     |  |
|  | 10:00      |        |  |                  |     |  |
| Sun  |            | 02:00  |  |                  |     |  |
|  | 10:00      | 23:00  |  |                  |     |  |

# Κ

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 10).

None

J

| L |  |  |
|---|--|--|
|   |  |  |

| Hours premises are<br>open to the public<br>Standard days and<br>timings (please read<br>guidance note 8) |       | i <b>blic</b><br>and<br>read | State any seasonal variations (please read guidance note 6   |
|---|-------|------------------------------|--|
| Day   | Start | Finish                       |  |
| Mon   |       |                              |  |
|   | 10:00 | 23:30                        |  |
| Tue   |       |                              |  |
|   | 10:00 | 23:30                        |  |
| Wed   |       |                              |  |
|   | 10:00 | 23:30                        | Non standard timings. Where you intend the premises to open to the public at different times from those listed in the states of the public at different times from those listed in the states of the s |
| Thur  |       |                              | <u>column on the left, please list</u> (please read guidance note 7  |
|   | 10:00 | 23:30                        | Sunday preceding a bank holiday and New Year's Eve until 02.30 hours.  |
| Fri   |       |                              | All other non-standard timings to remain unchanged, except   |
|   | 10:00 | <u>+</u>                     | where it conflicts with the above.   |
| Sat   |       | 02:30                        |  |
|   | 10:00 | +                            |  |
| Sun   |       | 02:30                        |  |
|   | 10:00 | 23:30                        |  |

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

- A zero tolerance policy towards illegal drugs will be enforced at all times.

- If a DJ is used on any night then he/she will ask customers to leave quietly.

- CCTV camera shall operate whilst the premises are open to the public and recordings and footage shall be retained and archives for a period of not less than 31 days. Such recordings shall be made available to the police or authorised officer of the council at reasonable times.

- All instance of crime and disorder will be reported to the police and will be recorded in an incident log book.

- Additional patrols will take place by members of staff, internally and externally, to monitor any noise pollution when entertainment is being offered within the premises.

- Text and/or radio pagers, where already used, will continue to be used during operating hours and will be monitored by a responsible member of staff.

- Under 18 year olds will not be allowed to play on section 34 permitted amusements with prizes (AWP) machines.

- Clear and legible notices shall be displayed in prominent locations in and around the premises in wording and locations to be approved by the Licensing Authority advising members of the public with regard to the following:

a) Quiet departure and dispersal of customers after closing time.

b) Telephone helpline number provided by the licence holder for reporting any issues or concerns regarding the operation of the premises

c) Quiet departure of customers using the car parking facilities.

Please tick as appropriate

 $\boxtimes$ 

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

**M** Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

# a) General – all four licensing objectives (b, c, d and e) (please read guidance note 11)

- All staff who have direct dealings with customers shall be trained in the following:
  (i) Licensing law and in particular that relating to the sale of alcohol;
  - (ii) The Challenge 25 policy;
  - (iii) The premises licence and its conditions.

À record shall be kept of this training which will be refreshed no less than every 6 months and this record shall be available for inspection by the Licensing Authority or Police upon request.

- 2. Any external mobile bar will only be used between the hours of 11.00 hours and 22.30 hours daily.
- 3. Any external mobile bar will be supervised at all times when in use.
- 4. Any external mobile bar will be inaccessible to customers when not in use to ensure they do not have access to any alcohol.

# b) The prevention of crime and disorder

- 1. An incident log will be kept and maintained at the premises and all incidents shall be recorded in it. As a minimum, the log will record the date and time of the incident, the name of the person making the entry, the nature of the incident and any actions taken.
- 2. The DPS/ manager will undertake a risk assessment in relation to any night where premises opens until 02:00hrs in order to determine whether SIA door staff will be required to promote the licensing objectives. Where the risk assessment identifies the need for SIA door staff, these will be provided at the times and in the numbers deemed by the risk assessment to be appropriate in the circumstances. This risk assessment will be revisited regularly to ensure that the risk assessment remains appropriate. The risk assessment is to be in written form and kept at the premises for inspection by the Licensing Authority or Police upon reguest.
- 3. A CCTV system shall be installed and maintained at the premises during times when the premises is open to the public.
- 4. CCTV images will be kept for a period of 31 days and made available to the police as soon as reasonably practicable.
- 5. CCTV will operate in accordance with the relevant Data Protection Legislation.
- 6. Any manager left in charge of the premises shall be trained in the use of any such CCTV equipment and be able to produce/download/burn CCTV images upon request from an authorised officer.

# c) Public safety

1. The DPS/ manager will undertake a weekly inspection of the public areas of the premises to identify anything might present an identifiable risk to public safety. Any risks identified that are deemed to be unreasonable must be rectified at the earliest possible opportunity.

# d) The prevention of public nuisance

- 1. There shall be no new entry to the premises after Midnight on a Friday, Saturday or Sunday preceding the bank holiday.
- 2. A sign will be displayed at each exit from the premises asking customers to respect the rights of nearby residents not to be disturbed.
- 3. Any outside areas are to be monitored by management and staff, when occupied, during the hours that the premises are open to the public.
- 4. A dispersal policy ('the policy') will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each night's trading session do so quickly and quietly. The policy will be disseminated to staff as required to ensure that it is properly implemented and a copy kept at the premises for inspection by licensing or other responsible authority officers on request.
- 5. When regulated entertainment is provided, noise checks will be carried out at the nearest noise sensitive property. A noise check log of these checks will be kept and maintained at the premises. As a minimum the log will record the date and time of the check, the name of the person making the check, the sound level and if required, any action taken. The log will be made available to an authorised officer upon request.
- 6. A complaints log will be maintained and any complaints from residents shall be recorded in it. As a minimum, the information recorded shall include: date and time of the complaint, name of complainant and any action taken thereafter in relation to it.

# e) The protection of children from harm

1. A Challenge 25 policy shall be implemented and full and appropriate identification shall be sought from any person who appears under the age of 25.

# Checklist:

#### Please tick to indicate agreement

| • | I have made or enclosed payment of the fee; or  | $\boxtimes$ |
|---|---|-------------|
| • | I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy. |             |
| • | I have sent copies of this application and the plan to responsible authorities and others where applicable. <b>ONLINE SUBMISSION</b>          |             |
| • | I understand that I must now advertise my application.  | $\boxtimes$ |
| • | I have enclosed the premises licence or relevant part of it or explanation.   | $\boxtimes$ |
| • | I understand that if I do not comply with the above requirements my application will be rejected.   | $\boxtimes$ |

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

**Part 5 – Signatures** (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

| Signature |                        |
|-----------|------------------------|
| Date      | 24 April 2024          |
| Capacity  | Solicitor to applicant |

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 14). If signing on behalf of the applicant, please state in what capacity.

| Signature |  |
|-----------|--|
| Date      |  |
| Capacity  |  |

|                           | with this applicat |                  | nd address for corres<br>juidance note 15) | oondence   |  |
|---------------------------|--------------------|------------------|--|------------|--|
| Post town                 | Bristol            |                  | Post<br>code                               | BS1 6TP    |  |
| Telephone number (if any) |                    |                  |  |            |  |
| If you woul<br>(optional) | d prefer us to cor | respond with you | ı by e-mail, your e-ma                     | il address |  |

#### Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

- 1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
- 2. Describe the premises. For example, the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place of consumption of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.
- 3. In terms of specific regulated entertainments please note that:

- Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:

- any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
- any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
- any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
- 4. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 5. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
- 6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 8. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
- 9. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
- 10. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
- 11. Please list here steps you will take to promote all four licensing objectives together.
- 12. The application form must be signed.
- 13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
- 14. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
- 15. This is the address which we shall use to correspond with you about this application.



THE GROUND FLOOR PLAN

THE MEZZANINE PLAN

Notes:

| Services               |   |  |                |  |  |  |  |
|------------------------|---|--|----------------|--|--|--|--|
|                        | FAP   | Fire Alarm Panel   |                |  |  |  |  |
|                        | Det   | Automatic fire detector  |                |  |  |  |  |
|                        | $igodoldsymbol{igo$ | Manual Call Point  |                |  |  |  |  |
|                        |   | Sounder  |                |  |  |  |  |
|                        |   | Sounder Beacon   | ting           |  |  |  |  |
|                        | ⊗е  | Emergency light-fit<br>(Flourescent Downl<br>or luminaire)               | ight           |  |  |  |  |
|                        |   | Emergency Exit Lig<br>c/w legend (direction                              |                |  |  |  |  |
|                        | W 9   | 9 <b>-l</b> itre water fire<br>extinguisher                              |                |  |  |  |  |
|                        |   | Dry powder fire<br>extinguisher  |                |  |  |  |  |
|                        | C0 <sub>2</sub>   | Carbon Dioxide fire<br>extinguisher                                      |                |  |  |  |  |
|                        |   | Foam fire<br>extinguisher  |                |  |  |  |  |
|                        |   | CCTV<br>camera   |                |  |  |  |  |
| C                      | Ext.  | Mechanical extracti<br>fan   | on             |  |  |  |  |
|                        |   | Air-conditioning<br>unit   |                |  |  |  |  |
|                        |   | Licensable Activities  |                |  |  |  |  |
|                        |   |  |                |  |  |  |  |
|                        |   |  |                |  |  |  |  |
| External area          | for the sale  | of alcohol   |                |  |  |  |  |
|                        |   |  |                |  |  |  |  |
|                        |   |  |                |  |  |  |  |
|                        |   |  |                |  |  |  |  |
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|                        |   |  |                |  |  |  |  |
| Revision               | Description   |  | Date           |  |  |  |  |
|                        | 2   | $\frown$   |                |  |  |  |  |
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|                        |   |  |                |  |  |  |  |
|                        |   |  | NS             |  |  |  |  |
| ARCHITECTURE+INTERIORS |   |  |                |  |  |  |  |
| PROPOSED               |   |  |                |  |  |  |  |
|                        |   | WING.ALL DIMENSIONS TO BE CHE<br>ALL RELEVANT CONSULTANTS DOC<br>4 5 6 7 |                |  |  |  |  |
| Client:                | 1:100   |  |                |  |  |  |  |
|                        |   |  | -              |  |  |  |  |
| Project No.            | ENE KING  | à  |                |  |  |  |  |
| 2080                   | Project:  | HAYLOFT  |                |  |  |  |  |
| 2080<br>Drawing No.    | Project:<br>THE H   | HAYLOFT  | à              |  |  |  |  |
| 2080                   | Project:<br>THE H   | HAYLOFT<br><b>Title</b> :  | G<br>Drawn by: |  |  |  |  |

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