



Licensing Sub Committee

Monday 6th December 2021

2.00 pm

**Virtual Meeting
Using Zoom meeting software**

The following members are requested to attend the meeting:

Tony Lock

David Recardo

Martin Wale

The applicant or any interested parties wishing to address the virtual meeting need to email democracy@southsomerset.gov.uk by 9.00am on Friday 3rd December 2021.

The meeting will be viewable online by selecting the committee meeting at:
https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

For further information on the items to be discussed, please contact
democracy@southsomerset.gov.uk

This Agenda was issued on Tuesday 23 November 2021.

Jane Portman, Chief Executive Officer

**This information is also available on our website
www.southsomerset.gov.uk or via the mod.gov app**

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.

Licensing Sub Committee agendas and minutes are published on the Council's website at: <http://modgov.southsomerset.gov.uk/ieListMeetings.aspx?CId=145&Year=0>

Agendas and minutes can also be viewed via the mod.gov app (free) available for iPads and Android devices. Search for 'mod.gov' in the app store for your device and select 'South Somerset' from the list of publishers and then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

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 – details are provided on the front page.

Meetings of the Licensing Sub Committee are held as required usually in the Council Offices, Brympton Way - However during the coronavirus pandemic these meetings will be held remotely via Zoom video-conferencing.

Public participation at meetings (held via Zoom)

We recognise that these are challenging times but we still value the public's contribution to our virtual meetings. The applicant and interested parties are able to participate and contribute to the meeting, you will need to be able to access the meeting through Zoom at: <https://zoom.us/join>

Each individual speaker shall be restricted to a total of five minutes.

If you would like to address the meeting, please email democracy@southsomerset.gov.uk by 9.00am on Friday 3rd December 2021. When you have registered, an officer will provide the details to join the meeting. The Chairman will invite you to speak at the appropriate time during the virtual meeting.

If you would like to view the meeting without participating, please see: https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

Virtual meeting etiquette:

- Consider joining the meeting early to ensure your technology is working correctly.
- Please note that we will mute all public attendees to minimise background noise. If you have registered to speak during the virtual meeting, the Chairman will unmute your microphone at the appropriate time.
- Each individual speaker shall be restricted to a total of five minutes.
- When speaking, keep your points clear and concise.
- Please speak clearly – the Councillors are interested in your comments.

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Licensing Sub Committee

Monday 6 December 2021

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 5 - 8)

3. Representation following the Application for a New Premises Licence at the Bowls and Cricket Pavilion, Westbourne Close, Yeovil BA20 2DD (Pages 9 - 37)

Agenda Item 2

Procedure to be followed when considering Licensing 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 elicit 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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Representation following the Application for a New Premises Licence at the Bowls and Cricket Pavilion, Westbourne Close, Yeovil BA20 2DD

Director: Kirsty Larkins, Service Delivery
Report Author: Anita Legg – Specialist Licensing
Contact Details: anita.legg@southsomerset.gov.uk or 01935 462137

Purpose of the Report

To inform members that an application has been received from Yeovil Community Sports and Recreation Organisation, for a premises licence to be granted under the Licensing Act 2003 at the Bowls and Cricket Pavilion, Westbourne Close, Yeovil BA20 2DD.

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 Lead Specialist – Environment, 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 were received from two “Other Persons” it is therefore necessary to convene a hearing to determine the application.

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 upon written/email request.

The details of the application are summarised as follows:

- Applicant: Yeovil Community Sports and Recreation Organisation

Licensable activities applied for:

Live Music E – Indoors Only

Day	Start Time	Finish Time
Monday	09:00	23:30
Tuesday	09:00	23:30
Wednesday	09:00	23:30
Thursday	09:00	23:30
Friday	09:00	23:30
Saturday	09:00	23:30
Sunday	09:00	23:30

Non-Standard Timings: Christmas Eve, New Year's Eve and public bank holidays, start 09:00 and finish at 02:30 the next day except for Sunday when the start time will be 18:00 and finish at midnight

Recorded Music (F) – Indoors and Outdoors

Day	Start Time	Finish Time
Monday	09:00	23:30
Tuesday	09:00	23:30
Wednesday	09:00	23:30
Thursday	09:00	23:30
Friday	09:00	23:30
Saturday	09:00	23:30
Sunday	09:00	23:30

Further Details

Music is played during some cricket matches after match get-togethers and some social events

The standard days and timings for recorded music relate to indoor music only.

Outdoor music start time 09:00 finish time 22:00 Monday to Sunday

Seasonal Variations: None

Non-Standard Timings: these relate to Indoor Recorded Music Only

Christmas Eve, New Year's Eve and public bank holidays, start 9:00 and finish at 02:30 the next day except for Sunday when the start time will be 18:00 and finish at midnight

Late Night Refreshment (I) – Indoors Only

Day	Start Time	Finish Time
Monday	23:00	Midnight
Tuesday	23:00	Midnight
Wednesday	23:00	Midnight
Thursday	23:00	Midnight
Friday	23:00	Midnight
Saturday	23:00	Midnight
Sunday	23:00	Midnight

Seasonal Variations: None

Non-Standard Timings: Christmas Eve, New Year's Eve and public bank holidays, start 23.00 and finish at 02:00 the next day except for Sunday when it will finish at midnight

Supply of Alcohol (J) – Consumption 'On' the Premises Only

Day	Start Time	Finish Time
Monday	10:00	23:30
Tuesday	10:00	23:30
Wednesday	10:00	23:30
Thursday	10:00	23:30
Friday	10:00	23:30
Saturday	10:00	23:30
Sunday	10:00	23:00

Seasonal Variations: None

Non-Standard Timings: Christmas Eve, New Year's Eve and public bank holidays, start 10.00 and finish at 02:30 the next day except for Sunday when it will finish at midnight

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.

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

Day	Start Time	Finish Time
Monday	09:00	00:30
Tuesday	09:00	00:30
Wednesday	09:00	00:30
Thursday	09:00	00:30
Friday	09:00	00:30
Saturday	09:00	00:30
Sunday	09:00	00:30

Non-Standard Timings:

Non-Standard Timings: Christmas Eve, New Year's Eve and public bank holidays, start 09.00 and finish at 02:30 the next day except for Sunday when it will finish at midnight

Additional steps put forward by the applicant to comply with licensing objectives. Please see Section M (pages 17 - 19) 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 notices advertising the application were displayed at the premises from 10 September 2021 for the requisite 28 day period. A further notice was placed in the Somerset County Gazette on 23 September 2021 of which we have a copy.

Representations – Responsible Authorities

- None.

Representations – Other Persons

Two relevant representations were received from 'Other Parties', which mainly relate to anticipated noise from the premises.

Relevant Observations

There is no cumulative impact policy for this area; therefore another premises already licensed for the proposed licensable activities is not a factor in determining the application.

The proposal is that the Cricket and Bowls Club have their own premises licence rather than operate the two premises under one premises licence.

Amongst other licensable activities, the current Westland Entertainment Venue premises licence permits:

- Live and recorded music outdoors each day of the week from 08:00 until 23:00
- Live and recorded music indoors each day of the week until from 08:00 to 04:00 the following day.
- Late night refreshment indoors and outdoors the premises from 23:00 until 05:00 the next day
- Sale of alcohol for consumption 'On' and 'Off' the premises each day of the week from 10:00 to 05:00 the next day

Exemptions

There are exemptions in the Licensing Act 2003 for Live and Recorded Music which are as follows:

Live music: no authorisation 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

Recorded Music: no authorisation 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

The premises is not just the building but also an outside area. The Westland Entertainment Venue also has an outdoor area as well as the building.

If the premises licence is granted for the hours applied for regarding the sale of alcohol for consumption 'on' the premises as per premises licence application, then the exemptions for live and recorded music will apply.

Any conditions added on a determination of an application for a premises licence which relate to live music or recorded music remain in place, but are suspended between the hours of 08.00 and 23.00 on the same day where the following conditions are met:

- at the time of the music entertainment, the premises are open for the purposes of being used for the sale or supply of alcohol for consumption on the premises;
- if the music is amplified, it takes place before an audience of no more than 500 people; and
- the music takes place between 08.00 and 23.00 on the same day

More general licence conditions (e.g. those relating to overall management of potential noise nuisance) that are not specifically related to the provision of entertainment (e.g. signage asking patrons to leave quietly) will continue to have effect.

Further Information

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 and 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.

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.

We YEOVIL COMMUNITY SPORTS AND RECREATION ORGANISATION

(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 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			
BOWLS AND CRICKET PAVILION WESTBOURNE CLOSE			
Post town	YEOVIL	Postcode	BA20 2DD

Telephone number at premises (if any)	NONE
Non-domestic rateable value of premises	

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/limited liability partnership please complete section (B)
 - ii as a partnership (other than limited liability) 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 (by ticking yes to one box below):

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 type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth			I am 18 years old or over <input type="checkbox"/> Please tick yes		
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

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)	
Surname			First names		
Date of birth			I am 18 years old or over <input type="checkbox"/> Please tick yes		
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

(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 YEOVIL COMMUNITY SPORT AND RECREATION ORGANISATION
Address C/O 3 BALIDON HOUSE BALIDON PLACE YEOVIL BA20 2FX
Registered number (where applicable) REGISTERED CHARITY NUMBER 1173325

Description of applicant (for example, partnership, company, unincorporated association etc.) REGISTERED CHARITY
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start? DD MM YYYY
0 1 1 1 2 0 2 1

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) A BOWLS AND CRICKET PAVILION, WITH BAR, KITCHEN AND SOCIAL AREA WITH INDOOR SEATING FOR APPROX 60 PERSONS, AND UTILISING AN AREA OUTSIDE OF THE PAVILION (SEE PLAN)

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 and Schedules 1 and 2 to the Licensing Act 2003)

- | | |
|--|----------------------------|
| Provision of regulated entertainment (please read guidance note 2) | Please tick all that apply |
| a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | X |

- f) recorded music (if ticking yes, fill in box F) X
- 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) X

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>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</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Thur			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5)		
Fri			<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> (please read guidance note 6)		
Sat			<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> (please read guidance note 6)		
Sun			<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> (please read guidance note 6)		

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Tue			
Wed			
Thur			<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> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Wed					
Thur			<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> (please read guidance note 6)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	0900	2330			
Tue	0900	2330			
Wed	0900	2330	<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)		
Thur	0900	2330			
Fri	0900	2330	<u>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</u> (please read guidance note 6) CHRISTMAS EVE, NEW YEARS EVE. AND PUBLIC BANK HOLIDAYS START 18:00 AND FINISH AT 02:30 THE NEXT DAY EXCEPT FOR SUNDAY WHEN THE START TIME IS 18.00 AND WILL FINISH AT MIDNIGHT –		
Sat	0900	2330			
Sun	0900	2330			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	X
Mon	0900	2330	<p><u>Please give further details here</u> (please read guidance note 4)</p> <p>MUSIC IS PLAYED DURING SOME CRICKET MATCHES AFTER MATCH GET TOGETHERS.And SOME SOCIAL EVENTS</p> <p>THE STANDARD DAYS AND TIMINGS FOR RECORDED MUSIC RELATE TO INDOOR MUSIC ONLY.</p> <p>OUTDOOR MUSIC START TIME IS 0900 FINISHING TIME 2200 MONDAY TO SUNDAY</p>		
	0900	2330			
Wed	0900	2330	<p><u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)</p>		
Thur	0900	2330			
Fri	0900	2330	<p><u>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</u> (please read guidance note 6)</p> <p>CHRISTMAS EVE, NEW YEARS EVE. AND PUBLIC BANK HOLIDAYS</p> <p>START 18:00 AND FINISH AT 02:30 THE NEXT DAY EXCEPT FOR SUNDAY WHEN THE START TIME IS 18.00 AND WILL FINISH AT MIDNIGHT –</p> <p>NON STANDARD TIMINGS RELATE TO INDOOR RECORDED MUSIC ONLY.</p>		
Sat	0900	2330			
Sun	0900	2330			

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon				<u>Please give further details here</u> (please read guidance note 4)	
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Fri			<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> (please read guidance note 6)		
Sat			<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> (please read guidance note 6)		
Sun			<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> (please read guidance note 6)		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Thur			<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> (please read guidance note 6)		
Fri					
Sat					
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	23.00	0000	<u>Please give further details here</u> (please read guidance note 4) Hot Beverages		
Tue	2300	0000			
Wed	2300	0000	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur	2300	0000			
Fri	2300	0000	<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> (please read guidance note 6) CHRISTMAS EVE, NEW YEARS EVE. AND PUBLIC BANK HOLIDAYS START 23.00 AND FINISH AT 02:00 THE NEXT DAY EXCEPT FOR SUNDAY WHEN IT WILL FINISH AT MIDNIGHT –		
Sat	2300	0000			
Sun	2300	0000			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	1000	2330			
Tue	1000	2330			
Wed	1000	2330			
Thur	1000	2330	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 (please read guidance note 6) CHRISTMAS EVE, NEW YEARS EVE. AND PUBLIC BANK HOLIDAYS START 10.00 AND FINISH AT 02:30 THE NEXT DAY EXCEPT FOR SUNDAY WHEN IT WILL FINISH AT MIDNIGHT –		
Fri	1000	2330			
Sat	1000	2330			
Sun	1000	2300			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name Information Removed	
Information Removed	
Postcode	Information Removed
Personal licence number (if known) Information Removed	
Issuing licensing authority (if known) Information Removed	

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 9).

NONE

L

<p>Hours premises are open to the public Standard days and timings (please read guidance note 7)</p>			<p><u>State any seasonal variations</u> (please read guidance note 5)</p>
Day	Start	Finish	<p><u>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</u> (please read guidance note 6)</p> <p>CHRISTMAS EVE, NEW YEARS EVE. AND PUBLIC BANK HOLIDAYS START 09.00 AND FINISH AT 02:30 THE NEXT DAY EXCEPT FOR SUNDAY WHEN IT WILL FINISH AT MIDNIGHT –</p>
Mon	0900	0030	
Tue	0900	0030	
Wed	0900	0030	
Thur	0900	0030	
Fri	0900	0030	
Sat	0900	0030	
Sun	0900	0030	

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 10)

1. All staff involved in the sale of Alcohol shall be trained on the prevention of the offences that can be committed under the Licensing Act 2003.
2. Where reference is made to the premises Licence Holder, it shall equally apply to any event organizer if the premises is hired out whether or not any form of consideration is involved. Such consideration includes but is not limited to monetary gain or any other benefit.
3. All staff involved in the sale of alcohol shall be trained on the prevention of the offences that can be committed Where reference is made to the premises license holder, it shall equally apply to the any event organizer if under the Licensing Act 2003.

b) The prevention of crime and disorder

4. The Challenge 25 Scheme shall be operated at the premises. Signage shall be displayed at the bar advising that customers will be challenged to verify their age in accordance with a Challenge 25 policy before any alcohol is served.
5. All bar staff shall be over 18 years of age and be trained in the prevention of underage sales to a level commensurate with their duties. All such training to be updated as necessary, for instance when legislation changes, and will include training on how to deal with difficult customers. The training will be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable and kept for a minimum of 6 years.
6. Training of all staff will include the requirement for persons looking under the age of 25 to be asked for photographic evidence of age by way of passport or drivers licence or other official document recognised by government that complies with the mandatory conditions. Training shall also include awareness of proxy sales. The records should be made available to officers of the Licensing Authority or Police Officers upon request.
7. The Premises Licence Holder shall ensure the designated Premises Supervisor, or in his/her absence other responsible person, to keep an 'incident/refusals logbook in a bound book or electronic record in which full details of all incidents shall be recorded. This shall include details of any refused sales and shall give details as far as reasonably practicable a description of the person(s) involved, approximate age, incident description, time and date when it occurred, actions taken and the final outcome of the situation. The record shall also state the staff member concerned and the time and date when the report was completed; this information shall be completed as soon as possible and in any case no later than the close of business on the day of the incident. The logbook is to be kept on the premises at all times and made available to officers of the Licensing Authority, Trading Standards Officers or Police Officers upon request. It will

be reviewed weekly by the Designated Premises Supervisor (DPS) who shall sign and date the logbook/electronic record at that time.

8. All glasses must be replaced with toughened/poly carbonate glass within 12 months of the grant of the premises license.
9. Any temporary bar set –up for the sale of alcohol outdoors on the premises, must be advised to local police at least 28 days prior to use. For the sake of clarity the number of temporary bars shall be limited to one and the length of time that the sale of alcohol, can be sold from the temporary bar is 2 days i.e. 48 hours per event. There shall be a break of at least 28 days between these events.
10. Tables will cleared of all empty bottles and glasses on a regular basis
11. The Premises Licence Holder will allow the police drugs itemizer to be used at the premises.
12. A smoking policy shall be Drawn up and agreed with the Police and Licensing Authority within 31 days of the grant of the premises licence.

c) Public safety

13. An adequate and sufficient amount of first aid materials shall be available at the premises. Items shall be replaced immediately with an item of the same or similar type when the expiry date has been reached
14. A risk assessment must be undertaken and implemented for the disposal of any glass bottles prior to the sale of alcohol taking place at the premises

d) The prevention of public nuisance

15. The Premises Licence holder shall ensure that measures are in place to ensure that refuse is collected from the premises on a regular basis.
16. Premises Licence Holder shall ensure that measures are in place so that a noise management plan is developed for any events which involve music and/or the sale of alcohol that take place outdoors at the defined premises. The plan shall be submitted to the Licensing Authority and approved by an officer with authority to deal with environmental protection matters within one month of any licensable activities commence at the site.
17. The Premises Licence Holder shall ensure that measures are in place so that when performances of recorded music are taking place indoors, doors used for the ingress and egress to the premises shall be kept closed between 23:00 and the finish time of recorded music except for this purpose. Windows shall also be kept closed between 23:00 and the finish time of recorded music.
18. The Premises Licence Holder shall ensure that measures are in place so that a log of noise complaints received by the premises is maintained. The record of noise complaints shall record the date, time, name of the complainant, cause of complaint and action taken with respect to the complaint.

e) The protection of children from harm

19. No adult entertainment shall take place at the premises.

20. Adequate and sufficient measures shall be put in place so that no alcohol is sold to a person under 18 years.

Information Removed

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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