

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"/>
				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 the exhibition of films</u> (please read guidance note 5)		
Thur					
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					
Sun					

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			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
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"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri			<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)		
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	X
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
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)		
Sat	0900	2330	CHRISTMAS EVE, NEW YEARS EVE. AND PUBLIC BANK HOLIDAYS		
Sun	0900	2330	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 –		

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place 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	<u>Please give further details here</u> (please read guidance note 4) 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 IS 0900 FINISHING TIME 2200 MONDAY TO SUNDAY		
	0900	2330			
Wed	0900	2330	<u>State any seasonal variations for the playing of recorded 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 playing of recorded 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 – NON STANDARD TIMINGS RELATE TO INDOOR RECORDED MUSIC ONLY.		
Sat	0900	2330			
Sun	0900	2330			

G

Performances of dance Standard days and timings (please read guidance note 7)			Indoors <input type="checkbox"/>
Day	Start	Finish	
			Outdoors <input type="checkbox"/>
			Both <input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)
Tue			
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)
Thur			
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			
Sun			

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					
Thur			<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)		
Fri					
Sat			<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)		
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	X <input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
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)		
Sat	2300	0000	CHRISTMAS EVE, NEW YEARS EVE. AND PUBLIC BANK HOLIDAYS		
Sun	2300	0000	START 23.00 AND FINISH AT 02:00 THE NEXT DAY EXCEPT FOR SUNDAY WHEN IT WILL FINISH AT MIDNIGHT –		

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