

**Hartlepool Borough Council**

**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.

We Stonegate Pub Company Limited

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

<b>Premises licence number</b> HART/PS/543
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**Part 1 – Premises Details**

<b>Postal address of premises or, if none, Ordnance Survey map reference or description</b>	
Popworld Westfield House 4 Victoria Road	REGISTRATION & LICENSING DEPARTMENT 28 FEB 2020
<b>Post town</b> Hartlepool	<b>Post code</b> TS24 7SD

<b>Telephone number at premises (if any)</b>	01429 860665
<b>Non-domestic rateable value of premises</b>	£43,500.00

**Part 2 – Applicant details**

<b>Daytime contact telephone number</b>	
<b>E-mail address (optional)</b>	
<b>Current residential address if different from premises address</b>	
<b>Post Town</b>	<b>Postcode</b>

**Part 3 - Variation**

Please tick yes

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

If not, from what date do you want the variation to take effect?

Day		Month		Year	

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

**Please describe briefly the nature of the proposed variation (Please read guidance note 2)**

The proposed variation is

1. To extend the permitted hours for opening and licensable activities previously granted on a temporary basis on the premises licence.
  - The permitted standard hours for licensable activities in the form of sale of alcohol (on and off the premises), films, live music, recorded music, performance of dance, anything of a similar description (all indoors) are sought from 11:00 hours to 03:00 hours the following day on Mondays to Sundays.
  - The permitted standard hours for late night refreshment are sought from 23:00 hours to 03:00 hours the following day on Mondays to Sundays.
  - The permitted standard hours for opening are sought from 07:00 hours to 03:30 hours the following day on Mondays to Sundays
2. To remove and amend conditions as detailed in the application.
3. To amend and add non standard timings as detailed in the application.

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

N/A

**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.

**Provision of regulated entertainment** (Please read guidance note 3)

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 checked="" 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)                        | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F)                    | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G)             | <input checked="" type="checkbox"/> |

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)

**Sale by retail of alcohol** (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

**A**

Plays Standard days and timings (please read guidance note 8)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<b>Please give further details here</b> (please read guidance note 5)	Both	<input type="checkbox"/>
Tue					
Wed			<b>State any seasonal variations for performing plays</b> (please read guidance note 6)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 7)		
Sat					
Sun					

**B**

Films Standard days and timings (please read guidance note 8)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	11:00	03:00	<b>Please give further details here</b> (please read guidance note 5)	As existing – the hours were granted by the Licensing Authority on 11 March 2019 on a temporary basis and this application seeks those hours (as stated in this application) on a permanent basis.	
Tue	11:00	03:00			
Wed	11:00	03:00	<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 6)		
Thur	11:00	03:00			
Fri	11:00	03:00	<b>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</b> (please read guidance note 7)	To add and amend non-standard timings to allow the following:-	
Sat	11:00	03:00			
Sun	11:00	03:00			

1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day & Boxing Day, 27, 28, 29 & 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020.
2. An additional hour to the standard and non-standard times on the day when British Summertime commences;
3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

**C**

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 8)			<b><u>Please give further details</u></b> (please read guidance note 5)	
<b>Day</b>	<b>Start</b>	<b>Finish</b>		
Mon				
Tue				<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 6)
Wed				
Thur				<b><u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u></b> (please read guidance note 7)
Fri				
Sat				
Sun				

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 8)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 4) <table border="1" style="float: right;"> <tr> <td>Indoors</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Outdoors</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Both</td> <td><input type="checkbox"/></td> </tr> </table>	Indoors	<input checked="" type="checkbox"/>	Outdoors	<input type="checkbox"/>	Both	<input type="checkbox"/>
Indoors	<input checked="" type="checkbox"/>								
Outdoors	<input type="checkbox"/>								
Both	<input type="checkbox"/>								
<b>Day</b>	<b>Start</b>	<b>Finish</b>							
Mon			<b><u>Please give further details here</u></b> (please read guidance note 5)						
Tue									
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 6)						
Thur									
Fri			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 7)						
Sat									
Sun									

**E**

<b>Live music</b> Standard days and timings (please read guidance note 8)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 4)	Indoors <input checked="" type="checkbox"/>
				Outdoors <input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Both</b> <input type="checkbox"/>	
Mon	11:00	03:00	<b>Please give further details here</b> (please read guidance note 5) As existing – the hours were granted by the Licensing Authority on 11 March 2019 on a temporary basis and this application seeks those hours (as stated in this application) on a permanent basis.	
Tue	11:00	03:00		
Wed	11:00	03:00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 6)	
Thur	11:00	03:00		
Fri	11:00	03:00	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 7)	
Sat	11:00	03:00		
Sun	11:00	03:00		
			To add and amend non-standard timings to allow the following:- <ol style="list-style-type: none"> <li>1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day &amp; Boxing Day, 27, 28, 29 &amp; 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020.</li> <li>2. An additional hour to the standard and non-standard times on the day when British Summertime commences;</li> <li>3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.</li> </ol>	

**F**

Recorded music Standard days and timings (please read guidance note 8)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)</u>	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	11:00	03:00	<p><b>Please give further details here (please read guidance note 5)</b> As existing – the hours were granted by the Licensing Authority on 11 March 2019 on a temporary basis and this application seeks those hours (as stated in this application) on a permanent basis.</p> <p><b>State any seasonal variations for the playing of recorded music (please read guidance note 6)</b></p> <p><b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 7)</b></p> <p>To add and amend non-standard timings to allow the following:-</p> <ol style="list-style-type: none"> <li>1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day &amp; Boxing Day, 27, 28, 29 &amp; 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020.</li> <li>2. An additional hour to the standard and non-standard times on the day when British Summertime commences;</li> <li>3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.</li> </ol>	Both	<input type="checkbox"/>
Tue	11:00	03:00			
Wed	11:00	03:00			
Thur	11:00	03:00			
Fri	11:00	03:00			
Sat	11:00	03:00			
Sun	11:00	03:00			

**G**

Performances of dance Standard days and timings (please read guidance note 8)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	11:00	03:00	<b>Please give further details here</b> (please read guidance note 5) As existing – the hours were granted by the Licensing Authority on 11 March 2019 on a temporary basis and this application seeks those hours (as stated in this application) on a permanent basis.	Both	<input type="checkbox"/>
Tue	11:00	03:00		<b>State any seasonal variations for the performance of dance</b> (please read guidance note 6)	
Wed	11:00	03:00			
Thur	11:00	03:00			
Fri	11:00	03:00	<b>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</b> (please read guidance note 7)  To add and amend non-standard timings to allow the following:- <ol style="list-style-type: none"> <li>1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day &amp; Boxing Day, 27, 28, 29 &amp; 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020.</li> <li>2. An additional hour to the standard and non-standard times on the day when British Summertime commences;</li> <li>3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.</li> </ol>		
Sat	11:00	03:00			
Sun	11:00	03:00			

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 8)			<b><u>Please give a description of the type of entertainment you will be providing</u></b>  As existing	
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 4)	Indoors <input checked="" type="checkbox"/>
Mon	11:00	03:00		Outdoors <input type="checkbox"/>
			Both <input type="checkbox"/>	
Tue	11:00	03:00	<b><u>Please give further details here</u></b> (please read guidance note 5) As existing – the hours were granted by the Licensing Authority on 11 March 2019 on a temporary basis and this application seeks those hours (as stated in this application) on a permanent basis.	
Wed	11:00	03:00		
Thur	11:00	03:00	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 6)	
Fri	11:00	03:00		
Sat	11:00	03:00	<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 7)	
Sun	11:00	03:00	To add and amend non-standard timings to allow the following:- <ol style="list-style-type: none"> <li>1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day &amp; Boxing Day, 27, 28, 29 &amp; 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020.</li> <li>2. An additional hour to the standard and non-standard times on the day when British Summertime commences;</li> <li>3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.</li> </ol>	

Late night refreshment Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4)	
Day	Start	Finish	Indoors	<input checked="" type="checkbox"/>
Mon	23:00	03:00	Outdoors	<input type="checkbox"/>
Tue	23:00	03:00	Both	<input type="checkbox"/>
Wed	23:00	03:00	<b>Please give further details here</b> (please read guidance note 5)	
Thur	23:00	03:00	As existing – the hours were granted by the Licensing Authority on 11 March 2019 on a temporary basis and this application seeks those hours (as stated in this application) on a permanent basis.	
Fri	23:00	03:00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 6)	
Sat	23:00	03:00	<b>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</b> (please read guidance note 7)	
Sun	23:00	03:00	To add and amend non-standard timings to allow the following:- 1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day & Boxing Day, 27, 28, 29 & 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020. 2. An additional hour to the standard and non-standard times on the day when British Summertime commences; 3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.	

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 8)			<b>Will the supply of alcohol be for consumption</b> (Please tick box) (please read guidance note 9)	On the premises <input type="checkbox"/>
				Off the premises <input type="checkbox"/>
<b>Day</b>	<b>Start</b>	<b>Finish</b>		Both <input checked="" type="checkbox"/>
Mon	11:00	03:00	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 6)	
Tue	11:00	03:00		
Wed	11:00	03:00		
Thur	11:00	03:00	<b>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 7)  To add and amend non-standard timings to allow the following:- <ol style="list-style-type: none"> <li>1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day &amp; Boxing Day, 27, 28, 29 &amp; 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020.</li> <li>2. An additional hour to the standard and non-standard times on the day when British Summertime commences;</li> <li>3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.</li> </ol>	
Fri	11:00	03:00		
Sat	11:00	03:00		
Sun	11:00	03:00		

**K**

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

None

L

<b>Hours premises are open to the public Standard days and timings (please read guidance note 8)</b>			<b>State any seasonal variations (please read guidance note 6)</b>
<b>Day</b>	<b>Start</b>	<b>Finish</b>	
Mon	07:00	03:30	
Tue	07:00	03:30	
Wed	07:00	03:30	
Thur	07:00	03:30	
Fri	07:00	03:30	
Sat	07:00	03:30	<b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 7)</b>
Sun	07:00	03:30	

To add and amend non-standard timings to allow the following:-

1. An additional hour to the terminal hour on the following notable days: St George's Day; St David's Day, St Patrick's Day, St Andrew's Day, Burns Night, Valentines Night, Halloween, On all Bank Holidays, the day before Bank Holidays, and the Friday, Saturday and Sunday preceding all Bank Holidays, Maundy Thursday, Christmas Eve, Christmas Day & Boxing Day, 27, 28, 29 & 30 December, Bonfire Night and New Year's Day; Thursday 7th, Friday 8th and Saturday 9th May 2020.
2. An additional hour to the standard and non-standard times on the day when British Summertime commences;
3. New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

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

- Annex 2, condition 8 – regarding door staff, as a new condition is offered as detailed in this application.
- Annex 2, condition 24 – regarding the temporary permission for later hours, as this application seeks to make those hours permanent.

Please tick yes

- 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 failed to enclose the premises licence or relevant part of premises licence

N/A

**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,e) (please read guidance note 11)**

*[The information provided in this box is solely for information only and not intended to be converted into conditions on the licence]*

The proposed variation is to extend the permitted hours for opening and licensable activities previously granted on a temporary basis and to remove and amend conditions on the premises licence.

This variation application seeks to remove conditions from the premises licence with the effect of making permanent a trial period of later operating hours. The application also seeks to amend a condition regarding door supervisors in the event that the later hours are permitted on a permanent basis.

Statement Showing Impact of Variation on Cumulative Impact Area Policy

An application was granted by the Licensing Authority on 11 March 2019 which permitted the premises to trade for licensable activities until 3am, with close at 3.30am, on a 14 month trial basis. At the time, the intention was to review trading during the later hours and, if successful, submit a further variation of premises licence application to make the hours permanent.

Since that time, the applicant has been operating very successfully with a gradual, safe and controlled dispersal of customers. The premises has been monitoring the premises operation and customer management over the trial period.

Pre consultation has also take place in respect of the current application with the licensing officer and with the Police Licensing Officer. In respect of the hours becoming permanent, an amendment to the door staff condition has been agreed with the Police.

Careful consideration has been given to the impact of the proposed variation, the licensing objectives and council licensing policy and the location of the premises in the cumulative impact area. The successful trial period and feedback from pre consultation demonstrates that the application will not add to cumulative impact and the premises will continue to promote the licensing objectives.

Stonegate Pub Company Limited have in place an extensive licensing manual detailing both company policies appropriate across the whole estate, along with procedures in place at a local level to ensure the premises operates to the highest standard and promotes the licensing objectives. These include policies regarding social responsibility and underage sales which promote responsible drinking and discourage drunkenness as well as procedures to prevent crime and disorder and public nuisance. Stonegate take their responsibility as a premises licence holder seriously are committed to working in partnership with the responsible authorities and the community within which they trade.

We believe that the variation will not have an adverse impact on the licensing objectives and the applicant believes that the measures proposed are adequate and further conditions are not appropriate.

**b) The prevention of crime and disorder**

Please see box a) above and existing operating schedule. In the event that the application is granted, it is proposed to amend the condition regarding door staff so that it reads:

*A minimum of three SIA registered door supervisors shall be employed at the premises from 22:00 hours until close on Thursdays, Fridays and Saturdays and the day preceding a Bank Holiday (when the premises is trading for the sale of alcohol until at least 03:00 hours on the morning of the Bank Holiday), one of which shall be wearing a body worn camera when on duty. At all other times, the need for door supervisors will be assessed by way of risk assessment and cognisance will be taken of any police advice.*

**c) Public safety**

Please see box a) above and existing operating schedule.

**d) The prevention of public nuisance**

Please see box a) above and existing operating schedule.

**e) The protection of children from harm**

Please see box a) above and existing operating schedule.

**Please tick yes**

- I have made or enclosed payment of the fee or
- 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
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

**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	28 February 2020
Capacity	Poppleston Allen – Solicitors for & on behalf of the 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	

<b>Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)</b>	
[Redacted]	
Post town	[Redacted]
Post code	[Redacted]
Telephone number (if any)	[Redacted]
If you would prefer us to correspond with you by e-mail your e-mail address (optional)	
[Redacted]	

### 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 for consumption of these off-supplies 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, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. 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, both 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.

