

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

Please read the following instructions first

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

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

I/We Kevin Mooney
 (Insert name(s) of applicant)

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

Part 1 – Premises details

| | |
|--|----------|
| Postal address of premises or, if none, ordnance survey map reference or description | |
| THE Marquis of Granby Church lane Ipstones | |
| Post town | S.O.T |
| Postcode | ST10 2LD |

| | |
|---|---------|
| Telephone number at premises (if any) | |
| Non-domestic rateable value of premises | £ 14250 |

Part 2 - Applicant details

Please state whether you are applying for a premises licence as appropriate Please tick as appropriate

| | | | |
|----|--|-------------------------------------|-----------------------------|
| a) | an individual or individuals * | <input checked="" type="checkbox"/> | please complete section (A) |
| b) | a person other than an individual * | <input type="checkbox"/> | |
| | i as a limited company/limited liability partnership | <input type="checkbox"/> | please complete section (B) |
| | ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| | iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| | iv other (for example a statutory corporation) | <input type="checkbox"/> | 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)

| | | | | |
|--|---------------------------|----------------------------|---|--------------------------------|
| <input checked="" type="radio"/> Mr | <input type="radio"/> Mrs | <input type="radio"/> Miss | <input type="radio"/> Ms | Other Title (for example, Rev) |
| Surname | | First names | | |
| MOONEY | | KEVIN | | |
| Date of birth | 15-01-55 | I am 18 years old or over | Please tick yes <input checked="" type="checkbox"/> | |
| Nationality | BRITISH | | | |
| Current residential address if different from premises address | | | | |
| Post town | | | Postcode | |
| Daytime contact telephone number | | 07736429585 | | |
| E-mail address (optional) | kevin15155@gmail.com | | | |
| Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information) | | | | |

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Second individual applicant (if applicable)

| | | | | | |
|--|-----|-------------------|-------------|--------------------------------------|--|
| Mr | Mrs | Miss | Ms | Other Title (for example, Rev) | |
| Surname | | | First names | | |
| Date of birth or over | | I am 18 years old | | 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 'share code' provided to the applicant by that service: (please see note 15 for information) | | | | | |

(B) Other applicants

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

| |
|---------|
| Name |
| Address |

| |
|---|
| Registered number (where applicable) |
| Description of applicant (for example, partnership, company, unincorporated association etc.) <i>tenant (single)</i> |
| 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 | 0 | 5 | 2 | 0 | 2 | 6 |
|---|---|---|---|---|---|---|---|

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)

public house serving food and alcohol

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

| |
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| |
|--|

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) | |
| b) films (if ticking yes, fill in box B) | |
| c) indoor sporting events (if ticking yes, fill in box C) | |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | |

| | | |
|----|--|-----|
| e) | live music (if ticking yes, fill in box E) | YES |
| f) | recorded music (if ticking yes, fill in box F) | YES |
| 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) | YES |

| | | |
|--|---|-----|
| | <u>Provision of late night refreshment</u> (if ticking yes, fill in box I) | YES |
| | <u>Supply of alcohol</u> (if ticking yes, fill in box J) | YES |

In all cases complete boxes K, L and M

A

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

B

| Films Standard days and timings (please read guidance note 7) | | | Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3) | Indoors | |
|--|-------|--------|---|----------|--|
| Day | Start | Finish | | Outdoors | |
| Mon | | | Please give further details here (please read guidance note 4) | | |
| Tue | | | | | |
| Wed | | | State any seasonal variations for the exhibition of films (please read guidance note 5) | | |
| Thur | | | | | |
| Fri | | | 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 (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 | | | <u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5) |
| Tue | | | |
| Wed | | | <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) |
| Thur | | | |
| 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 | |
|--|-------|--------|--|----------|--|
| | | | | Outdoors | |
| Day | Start | Finish | | Both | |
| 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) | | | Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3) | Indoors <input checked="" type="checkbox"/> |
| | | | | Outdoors <input type="checkbox"/> |
| | | | | Both <input type="checkbox"/> |
| Day | Start | Finish | Please give further details here (please read guidance note 4) open "mike" microphone evening - karaoke | |
| Mon | 12 | 23 | | |
| Tue | 12 | 23 | | |
| Wed | 12 | 23 | State any seasonal variations for the performance of live music (please read guidance note 5) | |
| Thur | 12 | 23 | | |
| Fri | 12 | 23 | 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 (please read guidance note 6) | |
| Sat | 12 | 23 | | |
| Sun | 12 | 23 | | |

F

| Recorded music Standard days and timings (please read guidance note 7) | | | Will the playing of recorded music 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"/> |
| Mon | 12 | 23 | Please give further details here (please read guidance note 4) background music and music videos | Both | <input type="checkbox"/> |
| Tue | 12 | 23 | | | |
| Wed | 12 | 23 | State any seasonal variations for the playing of recorded music (please read guidance note 5) | | |
| Thur | 12 | 23 | | | |
| Fri | 12 | 23 | 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 6) | | |
| Sat | 12 | 23 | | | |
| Sun | 12 | 23 | | | |

G

| Performances of dance Standard days and timings (please read guidance note 7) | | | Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3) | Indoors | |
|--|-------|--------|--|---|--|
| Day | Start | Finish | | Outdoors | |
| Mon | | | | Please give further details here (please read guidance note 4) | |
| Tue | | | | | |
| Wed | | | State any seasonal variations for the performance of dance (please read guidance note 5) | | |
| Thur | | | | | |
| Fri | | | Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6) | | |
| Sat | | | | | |
| Sun | | | | | |

H

| | | | | | |
|--|-------|--------|---|----------|--|
| <p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)</p> | | | <p>Please give a description of the type of entertainment you will be providing</p> | | |
| Day | Start | Finish | <p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</p> | Indoors | |
| Mon | 12 | 23 | | Outdoors | |
| | | | | Both | |
| Tue | 12 | 23 | <p><u>Please give further details here</u> (please read guidance note 4)</p> <p>MUSIC QUIZES</p> | | |
| Wed | 12 | 23 | | | |
| Thur | 12 | 23 | | | |
| Fri | 12 | 23 | <p><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)</p> | | |
| Sat | 12 | 23 | | | |
| Sun | 12 | 23 | | | |
| | | | <p><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)</p> | | |

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"/> |
|---|-------|--------|--|----------|-------------------------------------|
| | | | | Outdoors | <input type="checkbox"/> |
| Day | Start | Finish | | Both | <input type="checkbox"/> |
| Mon | 18 | 23 | <u>Please give further details here</u> (please read guidance note 4) <i>for birthday celebrations weddings etc</i> | | |
| Tue | 18 | 23 | | | |
| Wed | 18 | 23 | | | |
| Thur | 18 | 23 | <u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5) | | |
| Fri | 18 | 23 | | | |
| Sat | 18 | 23 | | | |
| Sun | 18 | 23 | <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) | | |

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 | ✓ |
| | | | | Off the premises | ✓ |
| | | | | Both | ✓ |
| Day | Start | Finish | | | |
| Mon | 10 | 23 | State any seasonal variations for the supply of alcohol (please read guidance note 5) day before and including bank holidays | | |
| Tue | 10 | 23 | | | |
| Wed | 10 | 23 | | | |
| Thur | 10 | 23 | 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) bank holidays to include Nye . Christmas Eve 01am | | |
| Fri | 10 | 00. | | | |
| Sat | 10 | 00 | | | |
| Sun | 11 | 23 | | | |

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 | Kevin Mooney |
| Date of birth | 15-01-55 |
| Address | The Marquis of Granby church lane |
| Postcode | ST10 2LD |
| Personal licence number (if known) | |
| Issuing licensing authority (if known) | Stoke-on-Trent |

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).

N/A

L

| Hours premises are open to the public Standard days and timings (please read guidance note 7) | | | State any seasonal variations (please read guidance note 5) |
|--|-------|--------|--|
| Day | Start | Finish | |
| Mon | 10 | 23 | bank holidays |
| Tue | 10 | 23 | |
| Wed | 10 | 23 | |
| Thur | 10 | 23 | |
| Fri | 10 | 00 | |
| Sat | 10 | 00 | |
| Sun | 11 | 00 | |
| | | | 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 6) |
| | | | bank holidays Christ eve N Y eve St georges day |

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)

Cameras situated at potential flash points indoors and outdoors, be aware of customer activities which may deviate from our acceptable standards. display all relevant signage in prominent positions

b) The prevention of crime and disorder

engage a strictly adhered to "challenge 25" zero tolerance to swearing and abuse, drugs or any anti social activity, avoid overcrowding, maintain life safety limits, encourage responsible drinking

c) Public safety

all fire exits correctly marked and lit.
all entrances - exits kept clear at all times
signage to remind customers to leave quietly and orderly.

d) The prevention of public nuisance

all customers to leave the premises with concern to the neighbours and village
" please respect our neighbours "
and leave quietly

e) The protection of children from harm

please see attached notices
and agreements
KWD

Checklist:

Please tick to indicate agreement

| | | |
|--|---|---|
| | <ul style="list-style-type: none"> • I have made or enclosed payment of the fee. | ✓ |
| | <ul style="list-style-type: none"> • I have enclosed the plan of the premises. | |
| | <ul style="list-style-type: none"> • I have sent copies of this application and the plan to responsible authorities and others where applicable. | |
| | <ul style="list-style-type: none"> • I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. | |
| | <ul style="list-style-type: none"> • I understand that I must now advertise my application. | |
| | <ul style="list-style-type: none"> • I understand that if I do not comply with the above requirements my application will be rejected. • [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15). | |

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.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

| | |
|--------------------|---|
| Declaration | <ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in |
|--------------------|---|

| | |
|-----------|---|
| | <p>the UK (please read guidance note 15).</p> <ul style="list-style-type: none"> The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15) |
| Signature | <i>[Handwritten Signature]</i> |
| Date | 23 - April 2026 |
| Capacity | Tenant |

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

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

| | | | |
|---|--|----------|--|
| Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14) | | | |
| Post town | | Postcode | |
| Telephone number (if any) | | | |
| If you would prefer us to correspond with you by e-mail, your e-mail address (optional) | | | |

Notes for Guidance

1. 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.
2. 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the 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.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. 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.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. 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.
10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.
 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

- 1) by providing with this application, copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Home Office online right to work checking service.

As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth, will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be shared digitally. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copies of documents as set out above.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

1. Challenge 25 must be operated at the premises whereby all persons who appear to be under 25 years of age and purchasing or attempting to purchase alcohol must be asked to provide identification to prove they are over 18 years of age.

2. Both initial and subsequent refresher training in relation to the sale of alcohol must contain a written or electronic test to be undertaken by the staff member and this record must be signed and dated by both the member of staff and the Designated Premises Supervisor.

3. The only acceptable forms of identification allowed are a valid passport, a valid photo ID driving licence or a valid proof of age scheme card with the PASS approved hologram.

4. Challenge 25 signage must be displayed in a clear and prominent public place at the premises.

5. All staff must be fully trained in relation to the Challenge 25 scheme before being allowed to sell alcohol and a record must be kept of staff training.

Training must be refreshed at least every 12 calendar months. Such training must be recorded and be maintained at the premises and made available for inspection upon request by a Responsible Authority.

Records for each person must be retained for a minimum of 12 months.

6. A refusals register must be held at the premises and contain details of the time and date of any sales that are refused in relation to persons that are under age. This register must be made available for inspection upon request by a Responsible Authority.

This register can be written or electronic.

7. CCTV must be installed and cover all internal areas, including all public entry and exit points and any areas where smokers are allowed to congregate. The CCTV unit must be positioned in a secure part of the licensed premises and not within any private area of the location. Access to the system must be allowed immediately to the Police, Trading Standards or an authorised officer of the Licensing Authority in accordance with the Data Protection Act where it is necessary to do so for the prevention of crime and disorder, prosecution or apprehension of offenders or where disclosure is required by law.

8. All images must be kept for a consecutive 28 day period and to be produced to the Police, Trading Standards or an authorised officer of the Licensing Authority in relation to the investigation of crime and/or disorder issues and suspected licence breaches, upon request or within 24 hours of such request where it is necessary to do so for the prevention of crime and

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A handwritten signature in black ink, appearing to be 'A. W.', written below the text 'I agree'.

disorder, prosecution or apprehension of offenders or where disclosure is required by law.

9. The CCTV system must be maintained so as to be fully operational and recording continually whilst the premises are open for licensable activities and during all times when customers remain on the premises/recording continually 24 hours every day.

10. The CCTV system clock must be set correctly and maintained (taking account of GMT and BST).

11. There must be notices displayed throughout the premises stating that CCTV is in operation.

12. There must be a member of staff available at all times who is trained and capable of operating the CCTV system and also downloading any footage required by the Police, Trading Standards or an authorised officer of the Licensing Authority.

13. Daily checks must be made of the operation of the CCTV system to confirm that it is working correctly and such checks must be recorded in a register which is to be signed by the person conducting the check. This record must be kept fully updated at all times and remain on the premises for inspection by the Police, Trading Standards or an authorised officer of the Licensing Authority.

14. The Premises Licence Holder/Designated Premises Supervisor must identify the requirement for Door Staff at all times by way of a risk assessment. Where the Risk Assessment identifies the need for Door Staff to be deployed, Door Staff must be of sufficient number to be able to control entry to the premises and deal with any instances of disorderly behaviour within the premises simultaneously. Door Staff must remain at the premises until such time the premises are closed and all members of the public have left the venue. All persons utilised at the premises in the capacity of a Door Supervisor must wear high visibility clothing at all times they are deployed.

15. Where Door Staff are employed there must be a register of every SIA person employed at the premises that contains the following details:

- Name, date of birth and home address
- Security Industry Authority licence number
- Time and date each security staff starts and finishes duty
- Each entry must be signed by the security staff

16. That register must be kept fully updated at all times and remain at the licensed premises and be available for inspection immediately by an authorised officer of the Licensing Authority, the

Security Industry Authority or Police.

17. Notices must be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

18. Notices must be prominently displayed at any area used for smoking requesting patrons to respect the needs of local residents and use the area quietly.

19. An incident log must be kept at the premises and made available on request to the Police or an authorised officer of the Licensing Authority. It must be completed within 24 hours of the incident and must record the following:

- a) All crimes reported to the premises
- b) All ejections of patrons
- c) Any complaints received concerning crime and disorder
- d) Any incidents of disorder
- e) All seizures of drugs or offensive weapons
- f) Any visits from Responsible Authorities

20. The means of entry and exit, and the passages and gangways shall, during the whole time that the premises are used for the purposes of licensed activities, be kept free, unobstructed and adequately illuminated, both inside and outside the premises.

21. An approved means of giving warning in case of fire shall be provided. Where an electrical system is provided it should be installed, maintained and tested in accordance with the current relevant British Standard Specification. All periodic tests and examinations shall be recorded in a logbook kept on the premises.

22. Notices giving instruction on how to call the Fire and Rescue Service must be prominently displayed adjacent to alarm call points and telephones in the premises.

23. An emergency lighting system should be provided, maintained and tested in accordance with the current relevant British Standard Specification. The system provided in the premises and

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associated escape routes should fulfil the following functions:

1. Indicate clearly the escape routes
 2. Provide illumination along escape routes to allow safe movement towards and through the exits provided
 3. Ensure that the fire alarm call points and fire fighting equipment provided along escape routes can be readily located
 4. Provide illumination to external means of escape arrangements
 5. Where people are unfamiliar with the premises, or there is provision for dimming of the lights and/or alcohol is consumed then generally Final exits and intermediate luminaires must be on a maintained system (Illuminated at all times premises are in use)
 6. All periodic tests and examinations shall be recorded in a logbook kept on the premises
24. Firefighting equipment shall be provided appropriate to the risk and sited in a location under the supervision of the staff. The equipment shall be tested and examined by a competent person at periods not exceeding 12 months and the results recorded in a logbook kept on the premises.
25. All members of the staff at the premises shall be given instruction and training as to their duties in the event of fire or other emergencies and records as to such training shall be kept in a logbook on the premises.
26. Duly authorised Officers of the Authority, Police Officers and Fire Officers shall at all times have free access to the premises for the purpose of ensuring compliance with the conditions of

this licence and shall have access to any necessary records.

27. Clear access into the premises must be maintained once evacuation has been completed and full access for emergency vehicles and staff. Appropriate re-entry measures once clearance has been given by emergency services must be written into the risk assessment.

28. No rubbish or waste paper shall be stored or allowed to accumulate in any part of the premises. Storage of necessary combustible materials shall be in such a position as may be approved by the Fire and Rescue Service.

29. The electrical installations must comply with IEE or any other regulations in force in connection with the use of electricity. A qualified electrician shall inspect all electrical installations annually and the results and details of inspections must be recorded in a logbook kept on the premises.

30. All parts of the premises, fixtures and fittings including any seating, door fastenings and notices shall be maintained at all times in good order and condition.

I agree
Kevin

