

## Application for a minor variation to a premises licence or club premises certificate 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, especially Note 1.

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 in black ink. Use additional sheets if necessary.

Once completed please send your application to the relevant licensing authority. You may wish to keep a copy of the completed form for your records.

Tracey Brown

(Insert name(s) of applicant)

being the premises licence holder(s) / club holding a club premises certificate, apply to vary a premises licence under section 41A / club premises certificate under section 86A of the Licensing Act 2003 for the premises described in Part 1 below.

### Part 1 – Premises details

**Postal address of premises** (or, if none, ordnance survey map reference, or description)

Valiant, Stanley Street

Post town  
Leek

Post Code  
ST13 5HG

**Telephone number at premises (if any)**

**Premises licence number/club premises certificate number**

PLA0131

**Brief description of premises** (Please see Guidance Note 2)

Premises is licensed to provide sale by retail of alcohol both on and off the premises, together with regulated entertainment as detailed in the Premises Licence.

**Part 2 – Applicant Details**

I am/ we are the premises licence holder/club premises certificate holder  
(please delete as appropriate)

Please tick ☒ yes ☐ no

Contact phone number in working hours (if any)

**Applicant Postal address IF DIFFERENT FROM PREMISES ADDRESS**

See premises address

Post town

Postcode

Please provide email address if you would prefer us to contact you by email (optional)

**Part 3 – Proposed variation(s)**

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

Please tick ☒ yes ☐ no

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

DD MM YYYY

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see Guidance Note 3)

☒ yes ☐ no

Please describe the proposed variation(s) in detail in the box below and explain why you consider that they could not have an adverse effect on the promotion of any of the licensing objectives (See Guidance Note 1). This should include whether new or increased levels of licensable activities will be taking place indoors or outdoors (indoors may include a tent):

**Details of proposed variations (Please see Guidance Note 4)**

The proposed variation is to move the permitted hours for sale of alcohol one hour earlier i.e. from 10.00 to 01.00 Monday to Sunday to 09.00 to 00.00 Monday to Sunday, with the premises closing to the public 30 minutes thereafter (at 00.30).

The permitted hours for the outside bar will remain unchanged.

It is not considered that proposed change will adversely affect the four licensing objectives as there is no extension in the overall permitted hours for sale of alcohol and granting the application reduces the daily terminal hour.

In that no change is proposed to regulated entertainment, late night refreshment or conditions on this Licence, Boxes A – H and late night refreshment have not been ticked, whereas the sale of alcohol box has been ticked

Please note that there is no intention to change the layout at these premises and therefore no plans are included.

#### Part 4 – Operating Schedule

Please tick those parts of the Operating Schedule which would be subject to change if this application to vary were successful.

##### Provision of regulated entertainment (please read guidance note 5)

Please tick ✓ yes

- |   |                          |
|---|--------------------------|
| a. plays  | <input type="checkbox"/> |
| b. films  | <input type="checkbox"/> |
| c. indoor sporting events   | <input type="checkbox"/> |
| d. boxing or wrestling entertainment  | <input type="checkbox"/> |
| e. live music   | <input type="checkbox"/> |
| f. recorded music   | <input type="checkbox"/> |
| g. performances of dance  | <input type="checkbox"/> |
| h. anything of a similar description to that falling within (e), (f) or (g) | <input type="checkbox"/> |

##### Provision of late night refreshment

☐

##### Sale by retail of alcohol

☒

(Note that this can only relate to reducing licensed hours, or moving them without any overall increase between 7am and 11pm)

##### Please tick to indicate you have enclosed the following:

I have enclosed the premises licence/club premises certificate ☒

I have enclosed the relevant part of the premises licence/ club premises certificate. ☒

I have included a copy of the plan  
(this is necessary if the proposed variation will affect the layout) ☐

If you have not ticked one of the previous three boxes, please explain why in the box below.

**Reasons why you have failed to enclose the premises licence/club premises certificate or relevant parts.**

**Any further information to support your application. (See Guidance Note 6)**

**CHECKLIST:**

Please tick to indicate agreement

*Please tick ✓ yes*

- I have made or enclosed payment of the fee ☒
- 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 enclosed the plan, if appropriate, of the premises in scale 1mm to 100mm, unless otherwise agreed with the licensing authority ☐
- I have enclosed the premises licence/club premises certificate or relevant part of it or provided an explanation ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

I understand that I must now advertise my application for a continuous period beginning on the first working day after the day on which the application was given to the relevant licensing authority and ending at the expiry of the ninth consecutive working day after that day.

**IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.**



**Part 5 – Signatures and Contact Details**

(See Guidance Note 7)

**Premises Licence: Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent. (See Guidance Note 8) If signing on behalf of the applicant, please state your name and In what capacity you are authorised to sign:**

Signature: John Gaunt & Partners .....

Date: 29/1/2024 .....

Capacity: Solicitors for the Applicant .....

**Where the premises licence is jointly held, signature of 2<sup>nd</sup> applicant (the current premises licence holder) or 2<sup>nd</sup> applicant's solicitor or other authorised agent (See Guidance Note 9). If signing on behalf of the applicant please state in what capacity.**

Signature: .....

Date: .....

Capacity: .....

**Where the premises is a club**

I (*insert full name*) make this application on behalf of the club and have authority to bind the club

Signature: .....

Date: .....

Capacity: .....

**Contact name (where not previously given) and address for correspondence associated with this application. (See Guidance Note 10)**

**John Gaunt & Partners  
Omega Court  
372 Cemetery Road**

<b>Post town</b> <b>Sheffield</b>	<b>Post code</b> <b>S11 8FT</b>
<b>Telephone number (if any)</b>	<b>If you would prefer us to correspond with you by email your email address (optional)</b>

### **Notes for Guidance**

1. **General Note:** The minor variations process can only be used for variations that could have no adverse impact on the promotion of any of the four licensing objectives. (These are: the prevention of crime and disorder; public safety; the prevention of public nuisance; and the protection of children from harm.)

It cannot be used to:

- extend the period for which the licence has effect;
- vary substantially the premises to which it relates;
- specify, in a premises licence, an individual as the designated premises supervisor;
- add the sale by retail or supply of alcohol as an activity authorised by a licence or certificate;
- authorise the sale by retail or supply of alcohol at any time between 11pm and 7am;
- authorise an increase in the amount of time on any day during which alcohol may be sold by retail or supplied;
- include the alternative licence condition referred to in section 41D(3) of the Licensing Act 2003 in a premises licence.

2. **Description of premises:** For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. This should include any activities in or associated with 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, the presence of gaming machines etc.

3. 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 to the late night levy.

4. **Give full details of all the proposed variation(s).** Failure to provide sufficient information may lead to the refusal of your application. Details should include a description of the proposed variation(s) in terms as precise as possible. If you are not precise, the licensing authority may decide that the changes you propose would be potentially broader in scope than you intend and reject your application as not being a 'minor' variation. You should also include a statement about why you consider the variations proposed could not have an impact on the licensing objectives listed in section 4(2) of the Act. You should cover each of the objectives that could possibly apply to your proposal (or if more than one, to each proposal) and say why you think there could be no adverse impact on that objective. Your application will be assisted by including as much information as you can