

CLACKMANNANSHIRE LICENSING BOARD

MEETING 23 January 2018 at 09:30am in

**The Council Offices,
Greenside Street, Alloa, FK10 1EB**

Licensing (Scotland) Act 2005

Occasional Licence Applications

Premises	Applicant	Date of Event	Comments
Alloa Town Hall Marshall Alloa	Craig Stewart Oakwood Lounge Fairfield Road Sauchie	24 February 2018	Application and LSO Report, (copies attached)



Memo

To:	The Clerk to the Licensing Board Greenfield Alloa FK10 2AD	From:	Paul Fair Licensing Standards Officer
		Extension:	2091
		Email:	pfair@clacks.gov.uk
		Our Ref:	PF/LSO/OL/REP
		Your Ref:	17/00720/OCCLIC
		Date:	10 January, 2018
Subject:	Licensing (Scotland) Act, 2005, Section 57 (3) Occasional Licence Application - Craig Stewart Alloa Masters Darts Exhibition – 24 February 2018 Alloa Town Hall, Marshall, Alloa		

Section 57(1)(b) of The Licensing (Scotland) Act, 2005 (the Act) requires that the Licensing Board notifies the Licensing Standards Officer for the area in relation to any application for an occasional licence. This section further provides that the Licensing Standards Officer is provided with a copy of the application.

Having considered the content of the application I have the following comments to make:

1. The application relates to the annual Alloa Masters Darts Exhibition which is likely to result in a significant attendance at the venue (approximately 350-400 persons).
2. The event is to be licensed between mid-day and 11.00pm on Saturday 24 February, 2018.
3. The applicant has requested that Children and young persons (the lower age limit is specified as 13 years of age to accommodate a junior player) be permitted to attend this event. The applicant is familiar with the steps that are necessary to ensure that there is full compliance with the Protecting Children from Harm licensing Objective.
4. The premises are suitable for an event of this nature.
5. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.

6. The applicant will only use personal licence holders or other staff trained to the standards required by the Licensing (Training of Staff)(Scotland) Regulations 2007 to sell alcohol at the event.
7. There will at least one personal licence holder present and authorising the sale of alcohol at the event. The applicant is a personal licence holder and will be working at the venue for the duration of the event.
8. In the event that the Board choose to grant this application, in promoting the licensing objectives, in particular the protecting children from harm licensing objective, I would suggest that the following matters are those which would be best controlled by conditions on the licence.
 - Use of plastic or polycarbonate Bottles and drinking vessels. (applicant has previously stated on the application that this will occur, however it has not be mentioned on this application)
 - Sufficient SIA Licensed Stewards
(6-8 Stewards is the number indicated on the application)
 - Personal Licence Holder on premises for duration of event.
 - Only trained staff permitted to make sales of alcohol.
 - Any entertainment provided (including the playing of darts) to finish at least 15 minutes before the end of the licensed period
 - Stewards to be properly briefed in accordance with the licensing objectives and any local conditions applied to the licence.
13. I have attached a list of suggested local conditions that the Board may wish to consider for use at this event - See appendix A.

Paul Fair

Licensing Standards Officer.

Appendix A - Suggested Local Conditions

Alloa Masters darts Exhibition – 24 February, 2018, Alloa Town Hall

- All alcohol must be sold and supplied to the customer in or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcoholic drinks sold at the event by the Licensee can be consumed at the event.
- (Insert No. if recommended by Board) Or (A sufficient number of) SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area in relation to the safety and wellbeing of children and young persons attending the event
- At least one person who holds a suitable first aid qualification must be on duty at the event.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol
- Only trained staff will be permitted to make sales of alcohol
- Any music or other entertainment must cease at no later than 22:30hrs
- All Children and young persons must remain in the company of a parent or other formal guardian over the age of 18 years of age and must remain in the upper Balcony area for the duration of the event. Except when that child or young persons is participating in a darts match.
- No Alcohol is to be taken to or consumed in the Balcony, foyer, stairwells, upper landings or toilets.
- A full briefing document detailing the terms of the licence, including local conditions and all measures to be put in place by the applicant to ensure compliance with the protecting children from harm licensing objective should be prepared and supplied to all Stewards on duty at the event. A copy of this Document should be made available to the Licensing Board and Licensing Standards Officer at least 7 days prior to the event.

Licensing Board

ALLOA TOWN HALL

DATE OF EVENT	24/2/18
LICENCE NO	17/00720/0CCWC
TO POLICE & WEB	4/12/17

Application for an Occasional Licence

LSO REPORT
SUB 10/11/2018
Pfor ✓
ON 100X ✓

To:

Clerk to the Licensing Board
Clackmannanshire Council
Kilncraigs
Alloa
FK10 1EB

PAID - 1 DEC 2017

Before Completing this Form Please Carefully Read the Guidance Notes issued along with the Application. If completing by Hand Please Write Legibly in **BLOCK CAPITALS**. In all Cases Ensure that your Answers are Inside the Boxes and Written or Typed in **BLACK INK**. Use additional sheets if necessary.

You May Wish to Keep a Copy of the Completed Form for Your Records.

1. Licence Details (see note 1)	
I am a :- (please tick one only)	
Premises Licence Holder	<input type="checkbox"/>
Personal Licence Holder	<input checked="" type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises	THE ROYAL OAK HOTEL, 7 BORDERS PLACE ALLOA, CUCKS, Fife KY10 1LJ
Licence number and Issuing Licensing Board (if applicable)	CC203
Personal licence number (if applicable) Issuing Licensing Board	CRAIG STEWART - CC102

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Name of voluntary organisation or Members Club (if applicable)	N/A		
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event (see guidance notes)	CBALG STEWART CE102		
2. Personal Details			
Full Name	Surname	First Name	
	STEWART	CBALG	
If you are applying on behalf of a Club or voluntary organisation please state your position in that club/organisation or provide other evidence that you are authorised or entitled to apply on their behalf.	N/A		
Address where ordinarily resident to be used for correspondence purposes.	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALVA CLACKS FK10 1LJ		
Telephone Number	017 - - - - -		
Email Address (if you would prefer us to correspond with you by email)			
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
3. The Premises (See note and answer fully)			
<p>Description of Premises - ALVA TOWN HALL</p> <p>ALVA TOWN HALL IS A COMMUNITY BUILDING SITUATED IN THE HEART OF ALVA. THERE ARE SEVERAL FLOORS TO THE BUILDING + AMPLE CAR PARKING SURROUNDING AND ADJACENT TO THE VICINITY. THE LICENCE IS TO COVER THE MAIN HALL, ENTRANCE HALL, TWO UPSTAIRS ROOMS + TOILET AREAS ONLY. THERE IS NO ALCOHOL ALLOWED ON THE BALCONY</p>			
<p>Full Postal Address of Premises which this Application Refers to</p> <p>ALVA TOWN HALL MARSHALL ALVA CLACKS FK10 1AD</p>			

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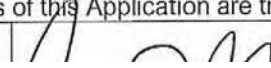
Description of Activities to be Carried on in the Premises (see note and answer fully) This will be the 8 th Annual Aulda Masters Darts Event which hosts some of the big guns in the World Darts Association. There will be an exhibition + local qualifying darts games during the day, with the main event starting @ roughly 5pm when the professionals will be in action. These include Gary Anderson (ex world champ) Michael Smith, Peter Manley, Dean Peterson + Ted Hankey. All renowned stars. This will be a ticket only event. All drink served in plastic containers	
Approximately how many persons will attend event?	350 / 400
Will Stewards to be provided?	Yes, x 6 to be DRL stewards
Is food to be provided at the event	Yes
If Yes - please provide details	
YES - THE ROYAL OAK WILL BE PROVIDING CATERING THROUGHOUT THE DURATION OF THE DAY	
4. Duration of Licence	
Start Time and Date	End Time and Date
12.00pm - Saturday 24 th Feb. 2018	02.00pm - Saturday 24 th Feb. 2018 (AT LATEST)
5. Alcohol Consumption	
Is Alcohol to be sold for consumption on the premises?	Yes
Is Alcohol to be sold for consumption off the premises?	No
Provide details as to hours required when alcohol will be sold on the premises *delete as appropriate	
Times for sale of alcohol for consumption - On premises	Times for sale of alcohol for consumption - Off premises
12.00pm - 22.30pm	N/A
Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises Doors will open @ 12pm for VIP guests to come get photos + have a meet and greet. From 1pm, other guests will arrive + qualifiers shall commence. The kitchen shall be serving food from 12pm. The main event will start at roughly 5pm when all the professionals shall enter the competition. The length of the tournament will be dependent on the length of the darts matches, but hopefully the event will run on to no longer than 10pm at latest. The bar will close as the last match / final comes to an end.	

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6. Children (This section must be completed where alcohol is for sale for consumption on the premises)	
Are children or young persons permitted entry?	Yes No
If Yes - the remainder of this section must be completed	
Will Children (0-15yrs) and Young Persons (16 & 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?	YES
Ages of Children of Young Persons Permitted Entry 13-17 YEARS OF AGE (1 13 YEAR OLD IS A PLAYER, ALSO SCOTISH YOUTH PLAYERS IN ATTENDANCE)	Times at which Children or Young Persons Permitted Entry 12.00pm - 23.00pm
Parts of Premises to which Children or Young Persons Permitted Entry BALCONY ONLY, UNLESS PLAYING ON STAGE IN ONE OF THE EXHIBITION GAMES. THEY WILL NOT BE PERMITTED TO ANY OTHER AREA IN THE VENUE	
7. Signature and Declaration by Applicant	
DECLARATION	
IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION	
(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))	
The contents of this Application are true to the best of my knowledge and belief	
Signature 	Dated 29 th November, 2017

* Data Protection Act 1998

The Information on this Form May be Held on an Electronic Public Register Which May be Available to Members of the Public on Request

Checklist	
I have made or enclosed payment of the fee for the application	