

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 Clackmannanshire FK10 1AB	Craig Stewart Oakwood Lounge Fairfield Road Sauchie	16 February 2018	Application, 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:	18/00027/OCCLIC
		Date:	17 January, 2018
Subject:	Licensing (Scotland) Act, 2005, Section 57 (3) Occasional Licence Application - Craig Stewart Charity Band Night – 16 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 Officers is provided with a copy of the application.

Having considered the content of the application and made the necessary enquiry I have the following comments to make:

1. The application relates to a live music event which is likely to result in an attendance at the venue of approximately 150 persons. The event is described as a charity fundraising night featuring several live performers.
2. The event is to be licensed between 7.00pm on Friday 16 February, 2018 and 01:00am Saturday 17 February 2018.
3. The application seeks consent for children and young persons under the age of 18 to be allowed into the venue during the event. The age range indicated is 1 year to 17 years old.
4. SIA Licensed Stewards will be on duty at the event, the application does not indicate how many.
5. Entry to the event will be on production of a valid ticket only.
6. The premises are suitable for an event of this nature.
7. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.

8. I am unaware of any matters of concern relating to any of the previous events hosted by the applicant under an occasional licence granted by Clackmannanshire Licensing Board.
9. 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.
10. There will be at least 1 personal licence holder present and authorising the sale of alcohol at the event.
11. In promoting the licensing objectives I would suggest that the following matters are those which would be best controlled by conditions on the licence.
 - Use of plastic Bottles and Glassware
 - Sufficient SIA Licensed Stewards
 - Personal Licence Holder on premises for duration of event
 - Only trained staff permitted to make sales of alcohol
 - All musical performance of live or recorded music must end at least 15 minutes prior to the terminal hour.
 - Prevention of noise nuisance caused by late night disposal of glass
 - The protection from harm of children and young persons attending the event.
12. In determination of this application the Board may wish to specifically consider the attendance, at this event, by children and young persons in conjunction with their own statement of Licensing Policy. It is a matter for the Board to decide based on all of the information available to them, if the event is suitable for the attendance of very young children. The Board may wish to impose additional conditions as they see fit to ensure that children and young persons are protected from harm in accordance with the 5th licensing objective.
13. Appendix A contains a list of specimen local conditions which the Board may find to be both necessary and expedient for the purposes of the licensing objectives in connection with this event
14. Other than the matter I have raised in paragraph 12, I have no concerns about this event.

Paul Fair

Licensing Standards Officer.

Charity Live Band Night - Alloa Town Hall – 16 February, 2018

Appendix A - Suggested Local Conditions

- All alcohol must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcohol sold at the event by the licence Holder can be consumed at the event.
- (Insert Number) 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 and leaving the venue. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area.
- 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 staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations,2007 are permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
- Any music or other entertainment must cease at no later than 15 minutes prior to the end of licensed hours.
- No glass or other forms of waste likely to produce excessive noise will be disposed of in the external bins at the premises after 9pm and before 10am the following morning.
- Full particulars (Name, Date of Birth and SIA Badge No.) of the SIA Stewards to be employed at the event will be provided in writing to the Licensing Standards Officer at least 48 hours prior to the event.



Alloa Town Hall

DATE OF EVENT	<i>16 February 2018</i>
LICENCE NO	<i>18/00027 /cane</i>
TO POLICE & WEB	<i>17 January 2018</i>

APPLICATION FOR OCCASIONAL LICENCE

(can)
JAN 2018

To:

Clerk to the Licensing Board
Kilncraigs
Alloa
FK10 1EB

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: ALLOA TOWN HALL, FRIDAY 16TH FEBRUARY, 2018 – CHARITY NIGHT	
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, licence number, Issuing Licensing Board (if applicable)	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 – CLACKS COUNCIL
Personal licence number (if applicable) Issuing Licensing Board	N/A
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	
CRAIG STEWART – CC102	

2. PERSONAL DETAILS	
TITLE: MR	
FORENAMES	CRAIG WILLIAM
SURNAME	STEWART
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.	
DATE OF BIRTH	
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES	
ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA	
CLACKMANNANSHIRE	FK10 3DE
TELEPHONE NUMBERS	
DAYTIME	“
EVENING	
MOBILE	
FAX NUMBER	
E-MAIL ADDRESS: THEROYALLOAK.ALLOA@GMAIL.COM	

3. THE PREMISES (where the event is to be held -See note and answer fully)
Description of Premises. ALLOA TOWN HALL – THE TOWN HALL IS A STAND ALONE COMMUNITY BUILDING WITH AMPLE CAR PARKING SURROUNDING AND ADJACENT TO THE VICINITY. THE LICENCE IS TO COVER THE MAIN HALL, ENTRANCE HALL, AND TOILET AREAS ONLY
Full Postal Address of Premises which this Application Refers to ALLOA TOWN HALL MARS HILL ALLOA CLACKS FK10 1AB

Description of Activities to be Carried on in the Premises (**see note and answer fully**)
 This is a charity fundraiser for MacMillan Cancer Support, and fundraiser for three local girls who will be cycling from London to Paris in June this year. This will be a ticket event and it will consist of 4 acts/bands playing live, plus other fundraising events on the night. The bands will be Nae Danger, Tumblin Dice, Keywest and Martin Mullady.
 For more details, contact Kellyann Aitken on 07763472344

Approximately How many persons will attend event?

150

Will Stewards to be provided?

YES

Is food to be provided at the event? If yes please provide details

YES – THE EVENT ORGANISERS WILL BE PROVIDING A BUFFET FOR ALL THOSE PRESENT ON THE EVENING. AT THE TIME OF SUBMITTING THE LICENCE FORM, THE FINAL DECISION ON THIS MATTER WAS STILL TO BE MADE

4. DURATION OF LICENCE

Start Time and Date

19.00pm – Friday 16th February, 2018

End Time and Date

01.00am – Saturday 17th February, 2018

5. 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 REQUESTED WHEN ALCOHOL WILL BE SOLD ON THE PREMISES-^{*} delete as appropriate

Times for sale of alcohol for consumption
 On premises

19.00PM-01.00AM

Times for sale of alcohol for consumption
 Off premises

N/A

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

The doors will open at 7pm with the live music starting soon after. The schedule for the bands is still to be confirmed, but will be spread out throughout the evening between roughly 19.30 and 00.30am. There will be a short break for a buffet at roughly 9pmish, and music/ fundraising shall continue soon after. Last orders will be at 00.30am, with bar closing at 00.40am. All drinks will be decanted in to plastic containers, and it will be £10 per ticket. The event will be finished by 01.00am

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry? **YES**

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 or Young Persons Permitted Entry

1 YEAR – 17 YEARS OF AGE

Times at which Children or Young Persons Permitted Entry

19.00PM – 01.00AM

Parts of Premises to which Children or Young Persons Permitted Entry

ALL LICENCED AREAS ONLY

7. Signature and declaration by applicant (see note 3)**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

CRAIG STEWART

DATE

15TH JANUARY, 2018

*** 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

8. CHECKLIST - Please tick

I have Made or enclosed payment of the fee for the application

X

NOTES