



## Application for an Occasional Licence

To:

**Clerk to the Licensing Board  
Clackmannanshire Council  
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.

<b>1. Licence Details – Outdoor Drinking Area Extension At The Royal Oak Hotel, Alloa</b>	
<b>I am a:</b>	
<b>Premises Licence Holder</b>	<input type="checkbox"/>
<b>Personal Licence Holder</b>	<input checked="" type="checkbox"/>
<b>Representative of a Voluntary Organisation</b>	<input type="checkbox"/>
<b>Representative of a Members Club</b>	<input type="checkbox"/>
<b>Name and Address of Premises</b>	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE  CC203 – CLACKS COUNCIL
<b>Licence number and Issuing Licensing Board</b>	N/A
<b>Personal licence number Issuing Licensing Board</b>	CC102 – CLACKS COUNCIL



# Licensing Board

<b>Name of voluntary organisation or Members Club (if applicable)</b>		N/A	
<b>Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event</b>		CRAIG STEWART – CC102	
<b>2. Personal Details</b>			
<b>Full Name</b>	<b>Surname</b>	<b>First Name</b>	
	STEWART	CRAIG	
<b>Address where ordinarily resident to be used for correspondence purposes.</b>	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
<b>Telephone Number</b>	[REDACTED]		
<b>Email Address</b>	THEROYALOAK.ALLOA@GMAIL.COM		
<b>Age, Date &amp; Place of Birth</b>	<b>Years</b>	<b>Date of Birth</b>	<b>Place of Birth</b>
	[REDACTED]	[REDACTED]	[REDACTED]
<b>3. The Premises (See note and answer fully)</b>			
<b>Description of Premises:</b>			
<p>THE ROYAL OAK HOTEL, ALLOA – The Royal Oak hotel, bar and restaurant is a busy community hub in Alloa, located just out with the town centre. The hotel was built in the late 1820's and currently has 7 hotel rooms for hire as well as a vibrant restaurant and lively bar. There is a function suite available for up to 70 guests and the building currently has category C listing with historic Scotland.</p> <p>We are currently closed due to lockdown regulations, but are looking to utilise part of the car parking space at the back of the building as a drinking area with 12 tables if regulations are lifted as expected on Monday 26<sup>th</sup> April, 2021. We are looking to have this as a temporary arrangement with the view to making it a permanent arrangement if the council's Planning, Licencing and Environmental Health departments, agree to our plans. We have reduced the size of area previously used last year, reducing the number of customers outside, which we believe will make it easier for us to manage, and significantly reduce any noise.</p>			
<b>Full Postal Address of Premises which this Application Refers to:</b>			
<p>THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA CLACKMANNANSHIRE FK10 1LJ</p>			



# Licensing Board

## Description of Activities to be Carried on in the Premises

### OUTDOOR DRINKING AREA.

We are looking to utilise part of the car park space at the back of the building as a drinking area with 12 tables. These will all configure with social distancing regulations. The area will be fenced off before the housed area at the far right of the car park. The end of the car park will be fenced off as well to prevent any cars from entering the area for extra security and to stop people from entering from the rear of the building. This will allow us to keep tabs on the number of customers outside in the designated area at any point. We are looking to have a temporary arrangement in place at the moment until hopefully, we can have something more permanent if the relative departments within the council would agree to permit the use of the space after looking at the plans we submit.

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We would like to, if permitted, have the option to open the outdoor area from 11.00am with a closing time of 22.00pm, but are willing to listen to all parties involved on any final decision on the times.

We plan to have an outdoor area that is not only a fantastic facility, but one that is safe and friendly for everyone within it and surrounding it.

Last orders would be at 21.15pm with the full area cleared and cleaned down by 22.00pm at the latest, with the aim to have it cleared 15 minutes before the stated time.

There will be table service for drinks, with card payments encouraged. There will be bar staff for pouring drinks in the bar area, and also someone dealing with customer registration at the front door if still required as we are looking to implement a scanning registration system on entry. We hope that by doing this we will have complete control on the numbers of people in the area at all times. On weekends, we will be utilising local licenced door stewards in the outdoor area so that not only is it extra safe, but that we will also be making sure that everyone is off the premises within the regulation time.

There will be sanitation stations at every entry/ exit point and every toilet area, and plenty of signage to keep the customers in the know. We will also implement a one-way system for entering and exiting the Royal Oak with entry through the bar and exit via the restaurant next door if this is still required.

Masks will still be required when entering the building until seated, again, until there are, or if there are, any regulation changes.

<b>Approx. how many persons will attend event?</b>	50
<b>Will Stewards to be provided?</b>	No and Yes
<b>Is food to be provided at the event</b>	YES

### If Yes - please provide details:

We will be looking to utilise some of the tables out back, if the demand is there, as an extension to the restaurant as well. These would need to be



# Licensing Board

booked in advance and for a certain time period	
<b>4. Duration of Licence</b>	
<b>Start Time and Date</b>	<b>End Time and Date</b>
11.00am Monday, 7 <sup>th</sup> June, 2021	22.00pm Sunday, 20 <sup>th</sup> June, 2021
<b>5. Alcohol Consumption</b>	
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 premise	
<b>Times for sale of alcohol for consumption - On premises</b>	<b>Times for sale of alcohol for consumption - Off premises</b>
11.00am – 22.00pm	N/A
<b>Statement of the times at which any activities other than the sale alcohol will be carried on in the premises:</b>	
<p>The drinking area will open at 11.00am each day, or as permitted, and will close at 22.00pm, or as permitted.</p> <p>Last orders will be called 21.15pm with the bar closing at 21.25pm.</p> <p>This will allow the outdoor area to be completely cleared by 22.00pm</p>	

<b>6. Children</b>	
(This section must be completed where alcohol is for sale for consumption on the premises)	
<b>Are children or young persons permitted entry?</b>	YES - Any advice on this would be greatly appreciated.
<b>If Yes - the remainder of this section must be completed</b>	
<b>Will Children (0-15yrs) and Young Persons (16 &amp; 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?</b>	YES
<b>Parts of Premises to which Children or Young Persons Permitted Entry</b>	
<p>Only the parts of the premises covered by the licence application or those permitted by the Licence Board.</p> <p>Children would be permitted until 7pm, only if having a meal accompanied by an adult.</p>	



# Licensing Board

7. Signature and Declaration by Applicant			
<b>DECLARATION</b>			
<b>IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</b>			
(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	Friday 23 <sup>rd</sup> April, 2021

### \* 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	<b>X</b>

### NOTES

- Section 56 of the Licensing (Scotland) Act 2005 provides that only:-
  - The holder of a premises licence;
  - The holder of a personal licence; or
  - A representative of any voluntary organisation is eligible to apply for an occasional licence
- Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are a statement of the terms on which they are allowed entry
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<b>Name and Address of Premises</b>	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 – CLACKS COUNCIL
<b>Licence number and Issuing Licensing Board</b>	N/A
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<b>Approx. how many persons will attend event?</b>	50
<b>Will Stewards to be provided?</b>	No and Yes
<b>Is food to be provided at the event</b>	YES

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# Licensing Board

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<b>4. Duration of Licence</b>	
<b>Start Time and Date</b>	<b>End Time and Date</b>
11.00am Monday, 21st June, 2021	22.00pm Sunday, 4 <sup>th</sup> July, 2021
<b>5. Alcohol Consumption</b>	
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 premise	
<b>Times for sale of alcohol for consumption - On premises</b>	<b>Times for sale of alcohol for consumption - Off premises</b>
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<b>If Yes - the remainder of this section must be completed</b>	
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
<b>Parts of Premises to which Children or Young Persons Permitted Entry</b>	
<p>Only the parts of the premises covered by the licence application or those permitted by the Licence Board.</p> <p>Children would be permitted until 7pm, only if having a meal accompanied by an adult.</p>	



# Licensing Board

<b>7. Signature and Declaration by Applicant</b>			
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Checklist	
I have made or enclosed payment of the fee for the application	<b>X</b>

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Licence number and Issuing Licensing Board	N/A
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# Licensing Board

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<b>4. Duration of Licence</b>	
<b>Start Time and Date</b>  11.00am Monday, 5 <sup>th</sup> July, 2021	<b>End Time and Date</b>  22.00pm Sunday, 18 <sup>th</sup> July, 2021
<b>5. Alcohol Consumption</b>	
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 premise	
<b>Times for sale of alcohol for consumption - On premises</b>  11.00am – 22.00pm	<b>Times for sale of alcohol for consumption - Off premises</b>  N/A
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<b>Personal licence number Issuing Licensing Board</b>	CC102 – CLACKS COUNCIL





# Licensing Board

<b>Name of voluntary organisation or Members Club (if applicable)</b>		N/A	
<b>Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event</b>		CRAIG STEWART – CC102	
<b>2. Personal Details</b>			
<b>Full Name</b>	<b>Surname</b>	<b>First Name</b>	
	STEWART	CRAIG	
<b>Address where ordinarily resident to be used for correspondence purposes.</b>	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
<b>Telephone Number</b>	[REDACTED]		
<b>Email Address</b>	THEROYALLOAK.ALLOA@GMAIL.COM		
<b>Age, Date &amp; Place of Birth</b>	<b>Years</b>	<b>Date of Birth</b>	<b>Place of Birth</b>
	[REDACTED]	[REDACTED]	[REDACTED]
<b>3. The Premises (See note and answer fully)</b>			
<b>Description of Premises:</b>			
<p>THE ROYAL OAK HOTEL, ALLOA – The Royal Oak hotel, bar and restaurant is a busy community hub in Alloa, located just out with the town centre. The hotel was built in the late 1820's and currently has 7 hotel rooms for hire as well as a vibrant restaurant and lively bar. There is a function suite available for up to 70 guests and the building currently has category C listing with historic Scotland.</p> <p>We are currently closed due to lockdown regulations, but are looking to utilise part of the car parking space at the back of the building as a drinking area with 12 tables.</p> <p>We are looking to have this as a temporary arrangement with the view to making it a permanent arrangement if the council's Planning, Licencing and Environmental Health departments, agree to our plans. We have reduced the size of area previously used last year, reducing the number of customers outside, which we believe will make it easier for us to manage, and significantly reduce any noise.</p>			
<b>Full Postal Address of Premises which this Application Refers to:</b>			
<p>THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA CLACKMANNANSHIRE FK10 1LJ</p>			



# Licensing Board

## Description of Activities to be Carried on in the Premises

### OUTDOOR DRINKING AREA.

We are looking to utilise part of the car park space at the back of the building as a drinking area with 12 tables. These will all configure with social distancing regulations. The area will be fenced off before the housed area at the far right of the car park. The end of the car park will be fenced off as well to prevent any cars from entering the area for extra security and to stop people from entering from the rear of the building. This will allow us to keep tabs on the number of customers outside in the designated area at any point. We are looking to have a temporary arrangement in place at the moment until hopefully, we can have something more permanent if the relevant departments within the council would agree to permit the use of the space after looking at the plans we submit.

We will adhere to all council, licence board and environmental health policies or advice about the application, and will strive to implement any procedures that may need to be introduced or established. This is in regards to opening times, permitted times for selling alcohol, closing times, rules, regulations, and any queries that may arise from any environmental health aspect.

We would like to, if permitted, have the option to open the outdoor area from 11.00am with a closing time of 22.00pm, but are willing to listen to all parties involved on any final decision on the times.

We plan to have an outdoor area that is not only a fantastic facility, but one that is safe and friendly for everyone within it and surrounding it.

Last orders would be at 21.15pm with the full area cleared and cleaned down by 22.00pm at the latest, with the aim to have it cleared 15 minutes before the stated time.

There will be table service for drinks, with card payments encouraged. There will be bar staff for pouring drinks in the bar area, and also someone dealing with customer registration at the front door if still required as we are looking to implement a scanning registration system on entry. We hope that by doing this we will have complete control on the numbers of people in the area at all times. On weekends, we will be utilising local licenced door stewards in the outdoor area so that not only is it extra safe, but that we will also be making sure that everyone is off the premises within the regulation time.

There will be sanitation stations at every entry/ exit point and every toilet area, and plenty of signage to keep the customers in the know. We will also implement a one-way system for entering and exiting the Royal Oak with entry through the bar and exit via the restaurant next door if this is still required.

Masks will still be required when entering the building until seated, again, until there are, or if there are, any regulation changes.

<b>Approx. how many persons will attend event?</b>	60
<b>Will Stewards to be provided?</b>	No and Yes
<b>Is food to be provided at the event</b>	YES
<b>If Yes - please provide details:</b>	

We will be looking to utilise some of the tables out back, if the demand is there, as an extension to the restaurant as well. These would need to be



# Licensing Board

booked in advance and for a certain time period

## 4. Duration of Licence

Start Time and Date	End Time and Date
11.00am Monday, 19 <sup>th</sup> July, 2021	22.00pm Sunday, 1 <sup>st</sup> August, 2021

## 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 premise

Times for sale of alcohol for consumption - On premises	Times for sale of alcohol for consumption - Off premises
11.00am – 22.00pm	N/A

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

The drinking area will open at 11.00am each day, or as permitted, and will close at 22.00pm, or as permitted.

Last orders will be called 21.15pm with the bar closing at 21.25pm.

This will allow the outdoor area to be completely cleared by 22.00pm

## 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 - Any advice on this would be greatly appreciated.
--	--

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
---	-----

### Parts of Premises to which Children or Young Persons Permitted Entry

Only the parts of the premises covered by the licence application or those permitted by the Licence Board.  
Children would be permitted until 7pm, only if having a meal accompanied by an adult.



# Licensing Board

<b>7. Signature and Declaration by Applicant</b>			
<b>DECLARATION</b>			
<b>IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</b>			
(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	Friday 21st May, 2021

### \* 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	<b>X</b>

### NOTES

- Section 56 of the Licensing (Scotland) Act 2005 provides that only:-
  - The holder of a premises licence;
  - The holder of a personal licence; or
  - A representative of any voluntary organisation is eligible to apply for an occasional licence
- Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are a statement of the terms on which they are allowed entry
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- Information on the Licensing (Scotland) Act 2005 is available on the website of the Scottish Parliament  
[http://www.opsi.gov.uk/legislation/scotland/acts2005/asp\\_20050016\\_en\\_1](http://www.opsi.gov.uk/legislation/scotland/acts2005/asp_20050016_en_1)

# Licensing Board

*Royal Oak*

DATE OF EVENT	2-15 August 2021
LICENCE NO	21/00167/OCC/LIC
TO POLICE & WEB	27 MAY 2021

## Application for an Occasional Licence

To:

**Clerk to the Licensing Board  
Clackmannanshire Council  
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 – Outdoor Drinking Area Extension At The Royal Oak Hotel, Alloa	
I am a:	
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 BEDFORD PLACE, ALLOA, CLACKS, FK10 1LJ  CC203 – CLACKS COUNCIL
Licence number and Issuing Licensing Board	N/A
Personal licence number Issuing Licensing Board	CC102 – CLACKS COUNCIL



# Licensing Board

<b>Name of voluntary organisation or Members Club (if applicable)</b>		N/A	
<b>Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event</b>		CRAIG STEWART – CC102	
<b>2. Personal Details</b>			
<b>Full Name</b>	<b>Surname</b>	<b>First Name</b>	
	STEWART	CRAIG	
<b>Address where ordinarily resident to be used for correspondence purposes.</b>	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
<b>Telephone Number</b>	[REDACTED]		
<b>Email Address</b>	THEROYALOAK.ALLOA@GMAIL.COM		
<b>Age, Date &amp; Place of Birth</b>	<b>Years</b>	<b>Date of Birth</b>	<b>Place of Birth</b>
	[REDACTED]	[REDACTED]	[REDACTED]
<b>3. The Premises (See note and answer fully)</b>			
<b>Description of Premises:</b>			
<p>THE ROYAL OAK HOTEL, ALLOA – The Royal Oak hotel, bar and restaurant is a busy community hub in Alloa, located just out with the town centre. The hotel was built in the late 1820's and currently has 7 hotel rooms for hire as well as a vibrant restaurant and lively bar. There is a function suite available for up to 70 guests and the building currently has category C listing with historic Scotland.</p> <p>We are currently closed due to lockdown regulations, but are looking to utilise part of the car parking space at the back of the building as a drinking area with 12 tables.</p> <p>We are looking to have this as a temporary arrangement with the view to making it a permanent arrangement if the council's Planning, Licencing and Environmental Health departments, agree to our plans. We have reduced the size of area previously used last year, reducing the number of customers outside, which we believe will make it easier for us to manage, and significantly reduce any noise.</p>			
<b>Full Postal Address of Premises which this Application Refers to:</b>			
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# Licensing Board

## Description of Activities to be Carried on in the Premises

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We would like to, if permitted, have the option to open the outdoor area from 11.00am with a closing time of 22.00pm, but are willing to listen to all parties involved on any final decision on the times.

We plan to have an outdoor area that is not only a fantastic facility, but one that is safe and friendly for everyone within it and surrounding it.

Last orders would be at 21.15pm with the full area cleared and cleaned down by 22.00pm at the latest, with the aim to have it cleared 15 minutes before the stated time.

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Masks will still be required when entering the building until seated, again, until there are, or if there are, any regulation changes.

<b>Approx. how many persons will attend event?</b>	60
<b>Will Stewards to be provided?</b>	No and Yes
<b>Is food to be provided at the event</b>	YES
<b>If Yes - please provide details:</b>	
We will be looking to utilise some of the tables out back, if the demand is there, as an extension to the restaurant as well. These would need to be	



# Licensing Board


booked in advance and for a certain time period	
<b>4. Duration of Licence</b>	
<b>Start Time and Date</b>	<b>End Time and Date</b>
11.00am Monday, 2 <sup>nd</sup> August, 2021	22.00pm Sunday, 15th August, 2021
<b>5. Alcohol Consumption</b>	
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 premise	
<b>Times for sale of alcohol for consumption - On premises</b>	<b>Times for sale of alcohol for consumption - Off premises</b>
11.00am – 22.00pm	N/A
<b>Statement of the times at which any activities other than the sale alcohol will be carried on in the premises:</b>	
The drinking area will open at 11.00am each day, or as permitted, and will close at 22.00pm, or as permitted.	
Last orders will be called 21.15pm with the bar closing at 21.25pm.	
This will allow the outdoor area to be completely cleared by 22.00pm	

<b>6. Children</b>	
(This section must be completed where alcohol is for sale for consumption on the premises)	
Are children or young persons permitted entry?	YES - Any advice on this would be greatly appreciated.
<b>If Yes - the remainder of this section must be completed</b>	
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
<b>Parts of Premises to which Children or Young Persons Permitted Entry</b>	
Only the parts of the premises covered by the licence application or those permitted by the Licence Board. Children would be permitted until 7pm, only if having a meal accompanied by an adult.	





# Licensing Board

7. Signature and Declaration by Applicant			
<b>DECLARATION</b>			
<b>IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</b>			
(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	Friday 21st May, 2021

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Checklist	
I have made or enclosed payment of the fee for the application	<b>X</b>

### NOTES

- Section 56 of the Licensing (Scotland) Act 2005 provides that only:-
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## Application for an Occasional Licence

To:

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

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<b>1. Licence Details – Outdoor Drinking Area Extension At The Royal Oak Hotel, Alloa</b>	
<b>I am a:</b>	
<b>Premises Licence Holder</b>	<input type="checkbox"/>
<b>Personal Licence Holder</b>	<input checked="" type="checkbox"/>
<b>Representative of a Voluntary Organisation</b>	<input type="checkbox"/>
<b>Representative of a Members Club</b>	<input type="checkbox"/>
<b>Name and Address of Premises</b>	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 1LJ CC203 – CLACKS COUNCIL
<b>Licence number and Issuing Licensing Board</b>	N/A
<b>Personal licence number Issuing Licensing Board</b>	CC102 – CLACKS COUNCIL



# Licensing Board

<b>Name of voluntary organisation or Members Club (if applicable)</b>		N/A	
<b>Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event</b>		CRAIG STEWART – CC102	
<b>2. Personal Details</b>			
<b>Full Name</b>	<b>Surname</b>	<b>First Name</b>	
	STEWART	CRAIG	
<b>Address where ordinarily resident to be used for correspondence purposes.</b>	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
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# Licensing Board

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### **If Yes - please provide details:**

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## Licensing Board

booked in advance and for a certain time period	
<b>4. Duration of Licence</b>	
<b>Start Time and Date</b>	<b>End Time and Date</b>
11.00am Monday, 16th August, 2021	22.00pm Sunday, 29th August, 2021
<b>5. Alcohol Consumption</b>	
<b>Is Alcohol to be sold for consumption on the premises?</b>	Yes
<b>Is Alcohol to be sold for consumption off the premises?</b>	No
<b>Provide details as to hours required when alcohol will be sold on premise</b>	
<b>Times for sale of alcohol for consumption - On premises</b>	<b>Times for sale of alcohol for consumption - Off premises</b>
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<p>Only the parts of the premises covered by the licence application or those permitted by the Licence Board.</p> <p>Children would be permitted until 7pm, only if having a meal accompanied by an adult.</p>	



# Licensing Board

7. Signature and Declaration by Applicant			
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## Application for an Occasional Licence

To:

**Clerk to the Licensing Board  
Clackmannanshire Council  
Kilncraigs  
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# Licensing Board

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<b>3. The Premises (See note and answer fully)</b>			
<b>Description of Premises:</b>			
<p>THE ROYAL OAK HOTEL, ALLOA – The Royal Oak hotel, bar and restaurant is a busy community hub in Alloa, located just out with the town centre. The hotel was built in the late 1820's and currently has 7 hotel rooms for hire as well as a vibrant restaurant and lively bar. There is a function suite available for up to 70 guests and the building currently has category C listing with historic Scotland.</p> <p>We are currently closed due to lockdown regulations, but are looking to utilise part of the car parking space at the back of the building as a drinking area with 12 tables.</p> <p>We are looking to have this as a temporary arrangement with the view to making it a permanent arrangement if the council's Planning, Licencing and Environmental Health departments, agree to our plans. We have reduced the size of area previously used last year, reducing the number of customers outside, which we believe will make it easier for us to manage, and significantly reduce any noise.</p>			
<b>Full Postal Address of Premises which this Application Refers to:</b>			
<p>THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA CLACKMANNANSHIRE FK10 1LJ</p>			





# Licensing Board

## Description of Activities to be Carried on in the Premises

### OUTDOOR DRINKING AREA.

We are looking to utilise part of the car park space at the back of the building as a drinking area with 12 tables. These will all configure with social distancing regulations. The area will be fenced off before the housed area at the far right of the car park. The end of the car park will be fenced off as well to prevent any cars from entering the area for extra security and to stop people from entering from the rear of the building. This will allow us to keep tabs on the number of customers outside in the designated area at any point. We are looking to have a temporary arrangement in place at the moment until hopefully, we can have something more permanent if the relevant departments within the council would agree to permit the use of the space after looking at the plans we submit.

We will adhere to all council, licence board and environmental health policies or advice about the application, and will strive to implement any procedures that may need to be introduced or established. This is in regards to opening times, permitted times for selling alcohol, closing times, rules, regulations, and any queries that may arise from any environmental health aspect.

We would like to, if permitted, have the option to open the outdoor area from 11.00am with a closing time of 22.00pm, but are willing to listen to all parties involved on any final decision on the times.

We plan to have an outdoor area that is not only a fantastic facility, but one that is safe and friendly for everyone within it and surrounding it.

Last orders would be at 21.15pm with the full area cleared and cleaned down by 22.00pm at the latest, with the aim to have it cleared 15 minutes before the stated time.

There will be table service for drinks, with card payments encouraged. There will be bar staff for pouring drinks in the bar area, and also someone dealing with customer registration at the front door if still required as we are looking to implement a scanning registration system on entry. We hope that by doing this we will have complete control on the numbers of people in the area at all times. On weekends, we will be utilising local licenced door stewards in the outdoor area so that not only is it extra safe, but that we will also be making sure that everyone is off the premises within the regulation time.

There will be sanitation stations at every entry/ exit point and every toilet area, and plenty of signage to keep the customers in the know. We will also implement a one-way system for entering and exiting the Royal Oak with entry through the bar and exit via the restaurant next door if this is still required.

Masks will still be required when entering the building until seated, again, until there are, or if there are, any regulation changes.

<b>Approx. how many persons will attend event?</b>	60
<b>Will Stewards to be provided?</b>	No and Yes
<b>Is food to be provided at the event</b>	YES
<b>If Yes - please provide details:</b>	
We will be looking to utilise some of the tables out back, if the demand is there, as an extension to the restaurant as well. These would need to be	




# Licensing Board

booked in advance and for a certain time period	
<b>4. Duration of Licence</b>	
<b>Start Time and Date</b>	<b>End Time and Date</b>
11.00am Monday, 30th August, 2021	22.00pm Sunday, 12th September, 2021
<b>5. Alcohol Consumption</b>	
<b>Is Alcohol to be sold for consumption on the premises?</b>	Yes
<b>Is Alcohol to be sold for consumption off the premises?</b>	No
<b>Provide details as to hours required when alcohol will be sold on premise</b>	
<b>Times for sale of alcohol for consumption - On premises</b>	<b>Times for sale of alcohol for consumption - Off premises</b>
11.00am – 22.00pm	N/A
<b>Statement of the times at which any activities other than the sale alcohol will be carried on in the premises:</b>	
<p>The drinking area will open at 11.00am each day, or as permitted, and will close at 22.00pm, or as permitted.</p> <p>Last orders will be called 21.15pm with the bar closing at 21.25pm.</p> <p>This will allow the outdoor area to be completely cleared by 22.00pm</p>	

<b>6. Children</b>	
(This section must be completed where alcohol is for sale for consumption on the premises)	
<b>Are children or young persons permitted entry?</b>	YES - Any advice on this would be greatly appreciated.
<b>If Yes - the remainder of this section must be completed</b>	
<b>Will Children (0-15yrs) and Young Persons (16 &amp;17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?</b>	YES
<b>Parts of Premises to which Children or Young Persons Permitted Entry</b>	
<p>Only the parts of the premises covered by the licence application or those permitted by the Licence Board.</p> <p>Children would be permitted until 7pm, only if having a meal accompanied by an adult.</p>	



# Licensing Board

7. Signature and Declaration by Applicant			
<b>DECLARATION</b>			
<b>IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</b>			
(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	Friday 21st May, 2021

### \* 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	<b>X</b>

### NOTES

- Section 56 of the Licensing (Scotland) Act 2005 provides that only:-
  - The holder of a premises licence;
  - The holder of a personal licence; or
  - A representative of any voluntary organisation is eligible to apply for an occasional licence
- Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are a statement of the terms on which they are allowed entry

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- Information on the Licensing (Scotland) Act 2005 is available on the website of the Scottish Parliament  
[http://www.opsi.gov.uk/legislation/scotland/acts2005/asp\\_20050016\\_en\\_1](http://www.opsi.gov.uk/legislation/scotland/acts2005/asp_20050016_en_1)



## Application for an Occasional Licence

To:

**Clerk to the Licensing Board  
Clackmannanshire Council  
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.

<b>1. Licence Details – Outdoor Drinking Area Extension At The Royal Oak Hotel, Alloa</b>	
<b>I am a:</b>	
<b>Premises Licence Holder</b>	<input type="checkbox"/>
<b>Personal Licence Holder</b>	<input checked="" type="checkbox"/>
<b>Representative of a Voluntary Organisation</b>	<input type="checkbox"/>
<b>Representative of a Members Club</b>	<input type="checkbox"/>
<b>Name and Address of Premises</b>	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 1LJ CC203 – CLACKS COUNCIL
<b>Licence number and Issuing Licensing Board</b>	N/A
<b>Personal licence number Issuing Licensing Board</b>	CC102 – CLACKS COUNCIL



# Licensing Board

<b>Name of voluntary organisation or Members Club (if applicable)</b>		N/A	
<b>Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event</b>		CRAIG STEWART – CC102	
<b>2. Personal Details</b>			
<b>Full Name</b>	<b>Surname</b>	<b>First Name</b>	
	STEWART	CRAIG	
<b>Address where ordinarily resident to be used for correspondence purposes.</b>	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
<b>Telephone Number</b>	[REDACTED]		
<b>Email Address</b>	THEROYALOAK.ALLOA@GMAIL.COM		
<b>Age, Date &amp; Place of Birth</b>	<b>Years</b>	<b>Date of Birth</b>	<b>Place of Birth</b>
	[REDACTED]	[REDACTED]	[REDACTED]
<b>3. The Premises (See note and answer fully)</b>			
<b>Description of Premises:</b>			
<p>THE ROYAL OAK HOTEL, ALLOA – The Royal Oak hotel, bar and restaurant is a busy community hub in Alloa, located just out with the town centre. The hotel was built in the late 1820's and currently has 7 hotel rooms for hire as well as a vibrant restaurant and lively bar. There is a function suite available for up to 70 guests and the building currently has category C listing with historic Scotland.</p> <p>We are currently closed due to lockdown regulations, but are looking to utilise part of the car parking space at the back of the building as a drinking area with 12 tables.</p> <p>We are looking to have this as a temporary arrangement with the view to making it a permanent arrangement if the council's Planning, Licencing and Environmental Health departments, agree to our plans. We have reduced the size of area previously used last year, reducing the number of customers outside, which we believe will make it easier for us to manage, and significantly reduce any noise.</p>			
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# Licensing Board

## Description of Activities to be Carried on in the Premises

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<b>Will Stewards to be provided?</b>	No and Yes
<b>Is food to be provided at the event</b>	YES
<b>If Yes - please provide details:</b>	
We will be looking to utilise some of the tables out back, if the demand is there, as an extension to the restaurant as well. These would need to be	




## Licensing Board

booked in advance and for a certain time period	
<b>4. Duration of Licence</b>	
<b>Start Time and Date</b>	<b>End Time and Date</b>
11.00am Monday, 13th September, 2021	22.00pm Sunday, 26th September, 2021
<b>5. Alcohol Consumption</b>	
<b>Is Alcohol to be sold for consumption on the premises?</b>	Yes
<b>Is Alcohol to be sold for consumption off the premises?</b>	No
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<b>Times for sale of alcohol for consumption - On premises</b>	<b>Times for sale of alcohol for consumption - Off premises</b>
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<b>If Yes - the remainder of this section must be completed</b>	
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# Licensing Board

<b>7. Signature and Declaration by Applicant</b>			
<b>DECLARATION</b>			
<b>IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</b>			
(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	Friday 21st May, 2021

### \* 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	<b>X</b>

### NOTES

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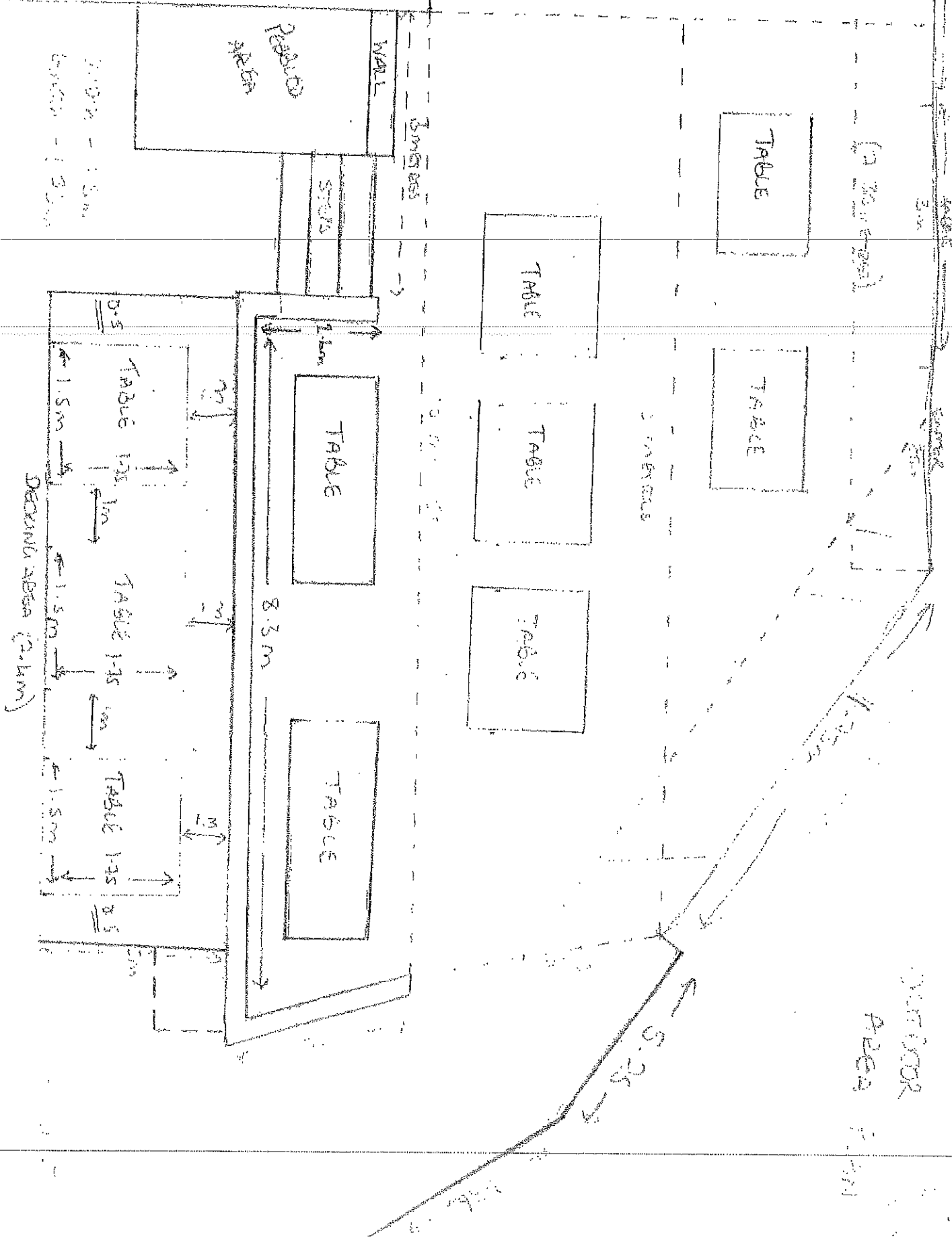


ADDITIONS + GLASS

BINS

NOT IN USE

S T O R W





## 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/CV19 REP**

**Your Ref: 2021-OCCLIC 6 apps**

**Date: 27 May 2021**

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)  
6 x Occasional Licence Applications - Outdoor Area  
Applicant- Craig Stewart, The Royal Oak, Alloa.  
Car Park area adjacent, and to the rear of The Royal Oak, 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 applications to which this representation relates, I have the following comments to make:

1. This representation relates to 8 occasional licences each lasting for a period of 14 days, and seeking authority to make sales of alcohol for on sales consumption in an outdoors space which is not currently part of the licensed footprint of the premises at the above address.
2. The 8 applications seek to licence the premises from 7 June 2021 for a continuous period of 16 weeks until 26 September 2021.
3. The specifics of the applications, relating to hours, children's access and intended activities are contained within the application forms.
4. The purpose of an occasional licence is to allow premises that are not normally licensed to be licensed "occasionally". Not necessarily for a special event or special occasion.
5. These applications are intended to fill the time gap whilst the applicant is looking for a more permanent licensing solution as he wishes to continue the use of this area long term. Clackmannanshire Licensing Board has recently received an application for a permanent non minor variation to include this extended area in the licensed area and this application is in the early stages of verification and processing.

6. The land in this case is an area used for car parking at the rear of the premises and is owned by the premises. The area is suitable for licensing in the current circumstances, and is adjacent to an existing licensed outdoor drinking area.
7. In the period of licensing of this area during 2020, the use of the area attracted a number of complaints and enquiries from local residents; the applicant has changed the size and layout of the area in an attempt to mitigate future complaints.
8. No complaints have been received during the licensed period permitted under occasional licences granted in 2021. The licence holder has demonstrated a willingness and ability to make changes to his operation and manage any concerns raised, without the need for formal intervention.
9. During the period of the application, the applicant has engaged with the Licensing Standards Officer in relation to the possibility of providing occasional entertainment in the outdoor area.
10. In particular the applicant would like to televise the forthcoming Euro2021 Football matches involving the Scottish national team. This is no doubt an event of national significance, and will attract millions of television viewers across the world including in Scotland.
11. There have already been announcements relating to public space fanzones in other parts of Scotland where matches will be screen live on large screens.
12. The Licensing Board Statement of Licensing Policy suggests that well managed outdoor areas bring benefit to the premises and the local area and that music or entertainment offered in these areas should not cause conflict with the licensing objectives, in particular the preventing public nuisance licensing objective. As such, a prohibition on entertainment is in place by virtue of a local condition attached to most premises licences and on almost all occasional licences granted for temporary outdoor spaces created during the SARS-CoV-2 Pandemic.
13. There have however been notable exceptions to the “No entertainment policy” for one off or special events. In fact most Occasional Licence’s granted in relation to outdoor spaces relate to events that have an element of entertainment.
14. With Paragraph 13 in mind, and taking into consideration the special and significant nature of the Euro 2021 matches involving the Scottish national team, I have no concerns about the suggestion of allowing the televising of these 3 matches and any subsequent matches’ involving Scotland and outwith the group stages being permitted at the venue.
15. The football matches in question take place on Monday 14<sup>Th</sup>, Friday 18<sup>Th</sup> and Tuesday 22<sup>nd</sup> June, 2021 and are against the Czech Republic (kick off 2pm), England (kick off 8pm) and Croatia (Kick Off 8pm)
16. The televising of live football to a gathered audience does of course has its risks.
17. I believe that the majority of these risks can be mitigated by way of local conditions, and that the limited and very short term nature of any potential disturbance to neighbouring properties would be acceptable.

18. I have discussed a number of event management options with the applicant in relation to the specifics of the televised football events. In appendix 2 there are a list of local conditions that the Board may think are necessary and expedient for the purposes of the licensing objectives, and that reflect those various options.
19. The applicant is experienced in managing the sale of alcohol at a number of large scale events, and is familiar with the likely restrictions that could be placed on the licences by the licensing Board.
20. In anticipation of this the applicant has indicated that the outdoor area would cater for limited numbers of no more than 60 people, and that they would all be seated for the duration of the football transmission. The attendees would all be trusted customers, and be able to book a place at the event via the applicant. No walk in customers would be permitted and the premises will be closed to walk in customers during the televising of the football matches. The applicant will employ a suitable number of SIA Licensed stewards who would be properly briefed to assist in managing the event.
21. Attendees would be issued with a tamper proof arm band to ensure the integrity of the security measures in place.
22. The football events are all of 90 minutes duration with a standard 15 minute half time break and any essential time added on for stoppage or injury. In the event of a draw, no extra time or penalty shoot out will take place in the group stages, and as such no game should extend beyond 10pm.
23. The knock out (last 16) stages could result in both extra time periods and penalty shoot outs resulting the in 8pm scheduled kick off games potentially running beyond 10pm. The Board may wish to consider how this is would be managed by hearing from the applicant.
24. The conditions in appendix B are only relevant should the Board agree not to impose a condition prohibiting any form of entertainment, in any other case I would refer the Board to the content of the final paragraph of this report, and the conditions contained in Appendix A.
25. Appendix A contains a list of suggested conditions that the Licensing Board may wish to impose in the event that they decide to grant this application. These conditions are necessary to ensure compliance with the licensing objectives contained within The Licensing (Scotland) Act, 2005.

*Paul Fair*

Licensing Standards Officer.

## Appendix A

- 1 Alcohol sold for consumption in the licensed outdoor area will be ordered from, and delivered to the table, by staff employed at the premises.
- 2 The outdoor area must be clearly separated from any neighbouring unlicensed area by a physical barrier such as a fence or series of posts and rope or tape of at least 1 metre in height.
- 3 The outside area can only be occupied by persons seated at a table.
- 4 The licence holder must ensure that alcohol is only consumed by persons seated at a table.
- 5 All drinks whether alcoholic or not sold or supplied for consumption in the outdoor area, will be sold in or decanted into plastic or polycarbonate drinking vessels.
- 6 No entertainment, live or recorded music or performances will be permitted in any outdoor area.
- 7 All outdoor areas will be operated in compliance with the current Scottish Government guidance for the hospitality sector, including any amendments to that guidance which occurs in the duration of the licence.
- 8 The Licence holder will ensure that no more than 50 patrons occupy the licensed area at any time.

## Appendix B

- 1 Alcohol sold for consumption in the licensed outdoor area will be ordered from, and delivered to the table, by staff employed at the premises.
- 2 The outdoor area must be clearly separated from any neighbouring unlicensed area by a physical barrier such as a fence or series of posts and rope or tape of at least 1 metre in height.
- 3 The outside area can only be occupied by persons seated at a table.
- 4 The licence holder must ensure that alcohol is only consumed by persons seated at a table.
- 5 All drinks whether alcoholic or not sold or supplied for consumption in the outdoor area, will be sold in or decanted into plastic or polycarbonate drinking vessels.
- 6 All outdoor areas will be operated in compliance with the current Scottish Government guidance for the hospitality sector, including any amendments to that guidance which occurs in the duration of the licence.
- 7 The Licence holder will ensure that no more than 50 patrons occupy the licensed area at any time except during approved televised football matches when that limit increases to 60 patrons.
- 9 No entertainment, live or recorded music or performances will be permitted in any outdoor area, except that the licence holder will be permitted to televise in that area any football match involving the Scottish National Team, to be played during the 2021 Euro Championship. For the benefit of the doubt this specifically means the football match scheduled to take place between The Czech republic and Scotland on 14th June, 2021, the match between Scotland and England on 18<sup>th</sup> June 2021 And the match between Croatia and Scotland on 22nd June 2021. **AND NO OTHER MATCHES including any highlights or previews.**
- 10 The Licence holder will prepare an event and alcohol management plan (“the Plan”) which must be made available for scrutiny by Police Scotland or the Licensing Standards Officer at least 7 days prior to the first match. This plan will detail matters concerning the sale of alcohol, event safety and security procedures and arrangements, dispersal plans and essential contact details of “responsible persons”.
- 11 “The plan” may be amended between matches to reflect changing requirements, however any amendments to the initial plan must be notified to the Licensing Standards Officer in writing at least 72 hours before the scheduled kick off of any match to be televised.
- 12 The licence holder will make any reasonable adjustments to the “the Plan” as requested by Police Scotland or the LSO.

- 13 The licence holder will comply with the detail of “the plan” at all times during the event.
- 14 In addition to the matches detailed in Condition No 9 the Licence holder will be permitted to televise any later stage match forming part of the Euro 2021 championship that involves the Scottish national football team.
- 15 The Licence holder must notify Police Scotland and the LSO of the intention to televise such matches at least 72 hours in advance.

To the members of the Licence Board,

Firstly, thank you for giving us the opportunity to approach the board about the predicament we have on the ability to broadcast live Scotland matches from the European Championships in our outside area at the Royal Oak. As some, if not all of the board will be aware, we have invested a lot of time, money and effort in trying to establish our outdoor area over the past few months by making it what we believe is the safest, friendliest and most secure outdoor area in the town. The area we developed was part of the car park to the rear, and although we feel we were put in a position where we had to utilise an outdoor area in order to operate as a business, we are very proud of what we have achieved in such a short period of time.

As it stands at the moment, we realise that due to the conditions of the occasional licencing for the outside area, that there is to be no live entertainment permitted and that this rule has been established for some time.

The reason for our response to the Licence Officers memo is to reassure the board that if they are willing to give us an opportunity to show that we can have these live events in our outside area (if they are of national importance such as Scotland participating in a major championship for the first time since 1998), then we would work closely with the Licensing board, licence officer, police and environmental health to ensure that these events would be ran smoothly and without any concern.

This tournament has captured the Scottish public's imagination and we hope that it will bring the feel-good factor back to the nation after the past 14 months that we have endured. The aim is that if permitted and we show that we can manage an event such as this appropriately, properly and without any complications, that there may be scope to have alternative live events in future.

We are looking for permission to erect a screen on the flat roof at the back of the hotel for each match which would allow 60 supporters maximum (10 tables of 6) to watch Scotland compete in the three scheduled games on Monday 14<sup>th</sup> June at 2pm, Friday 18<sup>th</sup> June at 8pm, and Tuesday 22<sup>nd</sup> June at 8pm. We are not looking to extend any of the times we are licenced for at the moment, and we will still have the area cleared by 10pm, as all the games should be finished by then.

If Scotland managed to qualify (hopefully) we would ask to have any further matches that Scotland were involved in to be screened outdoors as well, with the same guidelines, although if extra time and penalties were required at the later stages, and, if it was to be an 8pm kick off, we realise that this could go beyond the 10pm deadline. We would obviously love to be able to show the whole game if this situation arises and would welcome any feedback by the board on what approach could be taken about this matter if it does.

Our plan to manage each occasion is by having a closed door, ticket only event. We will have the name and contact numbers of all of those that will be in attendance prior to each event taking place. A seating plan will be in place, they will each receive a wrist band for entry and if anyone is found to be on the premises without one of these, they will be asked to leave and escorted from the vicinity. We will have at least three door stewards in place on the day of the events to help things run more smoothly, but we honestly believe that by making it a closed-door event, that there will not be any issues as we will know exactly who is in at any point. No wrist band, no entry. The doors will then be closed to the general public so that people will not be able to walk in off the street having been elsewhere. We will have ample staff on duty for pouring and serving drinks with table service in operation so that no one can be served at the bar.



Having approached Mr Fair a few weeks ago about the concept of utilising our outside space, we are grateful to the board for being given the opportunity to put this proposition to you, and thankful to Mr Fair for bringing it to the board's attention. We welcome any questions, queries or concerns that the board may have and hope that we can all come to a conclusion that we are all happy with.

Thank you for your time and consideration.

Kind regards,

Craig Stewart & Greg McMullan

The Royal Oak, Alloa