



MINUTES OF MEETING of the CLACKMANNANSHIRE LICENSING BOARD held via Video Conference (MS Teams), on TUESDAY 22 FEBRUARY 2022 at 9.30 am.

PRESENT

Councillor Kenneth Earle (Chair)
Councillor Martha Benny
Councillor Dave Clark
Councillor George Matchett, QPM
Councillor Les Sharp
Councillor Mike Watson

IN ATTENDANCE

June Andison, Licensing Administrator
Paul Fair, Licensing Standards Officer
Richard Thompson, Solicitor, (Clerk to the Board)
Melanie Moore, Committee Services

1.0 APOLOGIES

Apologies were received from Councillor Helen Lewis and Councillor Tina Murphy.

2.0 DECLARATIONS OF INTEREST

None

3.0 MINUTES OF MEETING OF CLACKMANNANSHIRE LICENSING BOARD HELD ON 15 DECEMBER 2021

The minutes of the meeting of the Clackmannanshire Licensing Board held on Wednesday 15 December 2021 were submitted for approval.

Decision

The minutes of the meeting of the Clackmannanshire Licensing Board held on Wednesday 15 December 2021 were agreed as a correct record and signed by the Chair.

Agenda items 4(i) to 4(iii) were put before the Board for information only as they had been granted under delegated powers. Items 4(i) to 4(iii) were considered together as one item.

4.0 LICENSING (SCOTLAND) ACT 2005

(i) Applications for Personal Licences – Granted Under Delegated Powers

A list of applications for personal licences which had been granted under delegated powers was put before the Board for information only.

Decision

The Board agreed to note that the Personal Licence applications had been granted under delegated powers.

(ii) Applications for Minor Variations – Granted Under Delegated Powers

A list of applications for minor variations which had been granted under delegated powers was put before the Board for information only.

Decision

The Board agreed to note that the applications for minor variations had been granted under delegated powers.

(iii) Application for Transfer of Premises Licence – Granted Under Delegated Powers

An application for the transfer of premises licence which had been granted under delegated powers was put before the Board for information only.

Decision

The Board agreed to note that the application for transfer of premises licence had been granted under delegated powers.

5.0 LICENSING (SCOTLAND) ACT 2005 – OCCASIONAL LICENCES

- (i) **Premises:** Alloa Town Hall, Marshall, Alloa, FK10 1AB
Applicant: Andrew Wallace
Date: 26 February 2022
Event: Alloa Amateur Boxing Club

Attending

Mr Paul Fair, Licensing Standards Officer

The applicant was not in attendance

The Board heard representation from the Licensing Standards Officer. There were no objections/representations received from Police Scotland.

Motion

Having considered all of the information presented to it and having had opportunity for questions, that the Board grants the application for Occasional Licence, subject to the conditions set out in Appendix A (page 24) of the Licensing Standards Officer's Report.

Moved by Councillor Kenneth Earle. Seconded by George Matchett, QPM.

Decision

Having considered all of the information presented to it and having had opportunity for questions, the Board granted the application for Occasional Licence, subject to the conditions set out in the Appendix A (page 24) of the Licensing Standards Officer's Report, namely:

- All alcohol and other drinks 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 licensee can be consumed at the event.

- A suitable number (to be agreed with and intimated to the LSO in advance of the event) 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 or 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 or alcohol.
- Only trained staff or personal licence holders will be permitted to make sales of alcohol, and all staff authorised to serve and sell 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 licenced hours.

Action

Clerk to the Board

- (ii) **Premises:** Alloa Town Hall, Marshall, Alloa, FK10 1AB
 Applicant: Craig Stewart
 Date: 24 April 2022
 Event: The Alloa Darts Masters Event

Attending

Mr Paul Fair, Licensing Standards Officer

The applicant was not in attendance

The Board heard representation from the Licensing Standards Officer. There were no objections/representations received from Police Scotland.

Motion

Having considered all of the information presented to it and having had opportunity for questions, that the Board grants the application for Occasional Licence, subject to the conditions set out in Appendix A (page 31) of the Licensing Standards Officer's Report.

Moved by Councillor Kenneth Earle. Seconded by George Matchett, QPM.

Decision

Having considered all of the information presented to it and having had opportunity for questions, the Board granted the application for Occasional Licence, subject to the conditions set out in the Appendix A (page 31) of the Licensing Standards Officer's Report, namely:

- All alcohol and other drinks 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 licensee can be consumed at the event.
- A minimum of 8 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 or persons within the venue.

- At least one of the SIA stewards must be allocated to a role of responsibility for supervising the balcony area where children are permitted to spectate.
- Children must remain the upper balcony area for the duration of the event. Young Persons allowed access to all of the licenced area.
- No alcohol is to be taken to, or consumed in the balcony, foyer, stairwells, upper landings or toilets.
- At lease 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 or alcohol.
- The applicant must prepare a written age verification policy; this policy should be supplied to the Licensing Standards Officer at least 48 hours prior to the event.
- The applicant/event organiser must brief all stewards and staff authorised to serve or make sales of alcohol prior to the commencement of the event, this briefing should include information relating to the terms and conditions of the licence, and any other relevant licensing matters – a record of this briefing including details of who delivered the briefing and details of all staff and stewards who received it must be kept. All staff receiving this brief must sign a record of the briefing acknowledging that they received and understood the terms of the brief.
- Only trained staff will be permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol. Trained Staff means staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007.
- 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 licenced hours.
- A full list of all SIA Stewards working at the event will be supplied to the Licensing Standards Officer at least 72 hours prior to the event. The list should include the full name of the Stewards and their SIA Badge number.

Action

Clerk to the Board

6.0 AOCB

No business.

Ends: 09:40 hrs