

**CLACKMANNANSHIRE LICENSING BOARD**

**MEETING 30 August 2022 at 09:30am**

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

**Licensing (Scotland) Act 2005**

**Personal Licence(s) Grant**

**THIS PAPER RELATES TO  
ITEM 7i  
ON THE AGENDA**

<b>No.</b>	<b>Applicant</b>	<b>Date Received</b>	<b>Comments</b>
<b>1.</b>	<b>Abbie McAlpine</b>	<b>25 May 2022</b>	<b>Notice in Terms of Section 73(3)(c) of the Licensing (Scotland) Act 2005 received from Police Scotland. (copy of application and representation attached)</b>  <b>LSO representation (copy attached)</b>

CC935

# Licensing Board



Clackmannanshire Council

www.clacksweb.org.uk

## PERSONAL LICENCE First Application or Renewal Application

Before completing this form please read the guidance notes at the end of the form.

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 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. Your Personal Details			
If relevant please enter details of any previous names or maiden names. Please continue on a separate sheet if necessary. Read Note 1.			
Full Name	Title	Surname	First Name
	MISS	MCALPINE	ABBIE
National Insurance Number	[REDACTED]		
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
	[REDACTED]		
Home Address (Including Postcode)	[REDACTED]		
Telephone Number	[REDACTED]		
Fax Number	[REDACTED]		
Email Address	[REDACTED]		
Address for Correspondence if different from above	[REDACTED]		

PAID BACS  
25/5/2022

<b>2. YOUR LICENSING QUALIFICATION</b> Read Note 2.		
I hold an accredited qualification	<input checked="" type="radio"/> YES	<input type="radio"/> NO
IF YOU HAVE TICKED YES PLEASE PROVIDE A COPY OF YOUR QUALIFICATION WITH YOUR APPLICATION		
<b>3. FIRST APPLICATIONS ONLY</b> This section should only be completed if you are submitting your first application to this Licensing Board. If answering YES to any question please provide details below.		
<b>Note: YOU MAY ONLY HOLD ONE PERSONAL LICENCE AT A TIME</b>		
Do you currently hold a personal licence?	<input type="radio"/> YES	<input checked="" type="radio"/> NO
Do you currently have any outstanding applications for a personal licence with this or any other Licensing Board	<input type="radio"/> YES	<input checked="" type="radio"/> NO
Has any personal licence held by you been forfeited in the last 5 years?	<input type="radio"/> YES	<input checked="" type="radio"/> NO
Licensing Board		
Licence Number		
Date of Expiry		
Date of Issue		
Any Further Details		
<b>4. RENEWAL ONLY</b> This section should be completed only if you are applying for a renewal of your existing licence.		
Your personal licence must accompany your application for a renewal. If you are unable to send your personal licence, you must explain why you cannot do so in the box provided below		
<b>DETAILS OF CURRENT PERSONAL LICENCE</b>		
LICENSING BOARD		
LICENCE NUMBER		
DATE OF ISSUE		
DATE OF EXPIRY		
ANY FURTHER DETAILS		
If you cannot provide your personal licence, provide a statement explaining why		

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<b>OTHER PERSONAL LICENCE</b>					
Note: You may only hold one personal licence at a time					
I confirm that I do not hold any personal licences other than the one submitted for renewal			<table border="1"> <tr> <td>YES</td> <td>NO</td> </tr> </table>	YES	NO
YES	NO				
<b>5. CHECKLIST</b>					
I have			Please Tick Yes		
<ul style="list-style-type: none"> <li>Enclosed two photographs of myself, one of which is endorsed as a true likeness of me by a person of standing in the community. Read note 3</li> </ul>			<input checked="" type="checkbox"/>		
<ul style="list-style-type: none"> <li>Enclosed a copy of any licensing qualification I hold</li> </ul>			<input type="checkbox"/>		
<ul style="list-style-type: none"> <li>Enclosed my current personal licence (renewal only)</li> </ul>			<input type="checkbox"/>		
<ul style="list-style-type: none"> <li>Made or enclosed payment of the fee for the application</li> </ul>			<input checked="" type="checkbox"/>		
<b>6. PREVIOUS CONVICTIONS</b>					
You must provide details below of any conviction for a relevant or foreign offence that is not considered spent under the Rehabilitation of Offenders Act 1974. Please continue on a separate sheet if necessary. If you are declaring that you have no such convictions please write "none" Read note 4.					
<b>OFFENCE</b>	<b>COURT</b>	<b>DATE</b>	<b>PENALTY</b>		
DRIVING OFFENCE	JUSTICE OF THE PEACE COURT STIRLING	OCTOBER 2019	ONE YEAR DRIVING BAN AND £500 FINE		
<b>7. DECLARATION</b>					
The contents of this application are true to the best of my knowledge and belief					
<b>SIGNATURE</b> (read note 5)			<b>DATE</b> 07/06/2022		

**PLEASE NOTE – 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))

**NOTES**

Information on the Licensing (Scotland) Act 2005 is available on the website of the Scottish Parliament  
<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>

Clackmannanshire Licensing Board has a duty to protect public funds that it administers and may use this information for the protection and detection of fraud. For more details, please contact the Senior Auditor, on telephone number 01259 45000



## Extract from The Personal Licence (Scotland) Regulations 2007 (SSI 2007/77)

### Application for a Personal Licence

1.—(1) A personal licence application or a personal licence renewal application is to be—

- (a) in the form set out in Schedule 2; and
- (b) accompanied by—
  - (i) evidence that the applicant possesses a licensing qualification; and
  - (ii) two photographs of the applicant which comply with paragraph (2) and one of which has a statement on it in accordance with paragraph (3).

(2) The two photographs of the applicant must—

- (a) measure 45 millimetres by 35 millimetres;
- (b) be on photographic paper;
- (c) be taken against a light background; and
- (d) show the full face of the applicant, without the applicant wearing sunglasses or any head covering (unless the applicant wears such a covering on account of a religious belief).

(3) One photograph of the applicant must have on the back of it a statement by a person appearing to the Licensing Board to be a person of standing in the community, with the words "I certify that this is a true likeness of (*name of applicant*)", followed by the full name of the person endorsing the photograph.

2. A personal licence application or a personal licence renewal application must be made in writing or, if the Licensing Board to which the application is made so agrees, by electronic transmission.

Please return the completed form together with the relevant fee to:

**The Licensing Administrator**  
**Clackmannanshire Council**  
**Kilncraigs**  
**Alloa**  
**FK10 1EB**

*If you require any further information please contact the Licensing Administrator on telephone number 01259 452093 or email address [licensing@clacks.gov.uk](mailto:licensing@clacks.gov.uk)*



## 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/PL/CC395**

Your Ref:

Date: **20 July, 2022**

**Licensing (Scotland) Act, 2005  
Application for a Personal Licence  
Abbie McAlpine, [REDACTED]**

1. In terms of Section 73A(2) of the Licensing (Scotland) Act, 2005 (the Act) I wish to make a representation in relation to the application for a personal licence made by the abovenamed.
2. This representation asks that the Licensing Board consider the information contained in paragraphs 3-9 and the before coming to a decision as to whether or not to grant a personal licence to the applicant.
3. The applicant has declared a recent conviction for a serious driving offence
4. The offence convicted is a relevant offence for the purposes of the Licensing (Scotland) Act, 2005
5. The circumstances surrounding the conviction are detailed in the Police letter of representation and I am unable to add any further detail to this.
6. I have interviewed the applicant in relation to her application.
7. During the interview I found Ms McAlpine to present as a frank and honest individual. I formed the opinion that she was genuinely remorseful, and that she showed insight and understanding in relation to the offence.
8. Taking into consideration all of the information available this application can not be granted under delegated powers.
9. The Board must satisfy themselves that no grounds for refusal of the personal licence exist prior to determination of the application.

*Paul Fair*

Licensing Standards Officer.