

# Licensing Board



Clackmannanshire  
Council

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THIS PAPER RELATES TO  
ITEM 4i  
ON THE AGENDA

## Licensing (Scotland) Act 2005 Application for a Premises Licence or Provisional Premises Licence

### APPLICANT INFORMATION

#### Question 1

Name, Address and Postcode of Premises to be Licensed

ALLOA POST OFFICE  
25 DENSDALE ST  
ALLOA  
FK10 1JL

#### Question 2

Particulars of Applicant

**2(a)** Where Applicant is an Individual, Provide Full Name, Date and Place of Birth, and Home Address including Postcode.

N/A

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2(b) Where Applicant is a Partnership, please provide Full Name, and Postal Address of Partnership.

N/A

2(c) Where Applicant is a Company, please provide Name, Registered Office And Company Registration Number.

CONVENIENCE LOCAL LTD  
5 CRAW VARD PLACE  
EDINBURGH  
EH12 9LQ  
SC 760398

2(d) Where the Applicant is a Club or Other Body, please provide Full Name, and Postal Address of Club or Other Body.

N/A

2(e) Where Applicant is a Partnership, Company, Club or Other Body, please Provide the Names, Dates and Places of Birth and Home Address of Connected Persons\*

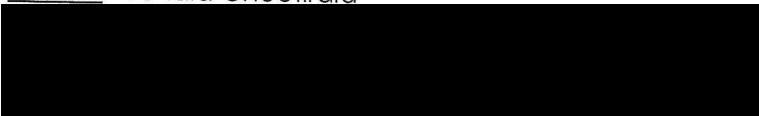
Name Hemantha Kumar Muvva



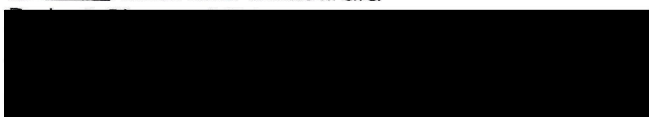
Name Sri Nidhi Associates Ltd (directors)



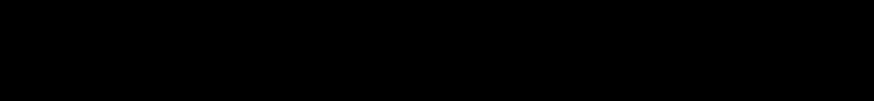
Name Nischala Cheetirala



Name Hithendra Cheetirala



Name Radhakrishna Ginegowda



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For the Purposes of subsection (3)(b)(ii) and this subsection, a person is taken to have control of a company if-

- (a) any of the directors of the company, or of any other company having control of the company, is accustomed to act in accordance with the person's directions or instructions, or
- (b) the person is entitled to exercise, or to control the exercise of, at least one third of the voting power at any general meeting of the company or of any other company having control of the company.

## Question 3

Previous Applications

Has the Applicant been refused a Premises Licence under section 23 of the Licensing (Scotland) Act 2005 in respect of the same Premises? ~~Yes/No\*~~

If Yes – Provide Full Details

## Question 4

Previous Convictions

Has the Applicant or any Connected Person ever been Convicted of a relevant or Foreign Offence (a) ~~Yes/No\*~~

If Yes – Provide Full Details



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For the Purpose of this Act, a Conviction for a Relevant Offence of Foreign Offence is to be disregarded if it is Spent of the purpose of the Rehabilitation of Offenders Act 1974

Name & Position (if Applicable)	Date of Convictions or Sentence	Court	Offence	Penalty
None	N/A	N/A		

- (a) In Addition to any convictions held by the applicant at the time of application, applicant should also familiarise themselves with the contents of section 24(1) of the Licensing (Scotland) Act 2005 in respect of any convictions for relevant or foreign offences which they may receive during the period beginning with the making of the premises licence application and ending with determination of the application.

## **Applicant's Duty to Notify Licensing Board of Convictions**

- (1) This section applies where any of the persons specified in subsection (2) is convicted of a relevant or foreign offence during the period beginning with the making of a premises licence application and ending with determination of the application.
- (2) Those persons are-
  - (a) the applicant, and
  - (b) where-
    - (i) the applicant is neither an individual nor a council, or
    - (ii) the premises in respect of which the licence is sought are used wholly or mainly for the purposes of a club.
 any connected person.
- (3) The applicant must, no later than one month after the date of the conviction give notice of the conviction to the Licensing Board to which the application was made.
- (4) A notice under subsection (3) must specify-
  - (a) the nature of the offence, and
  - (b) the date of the conviction.



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## DESCRIPTION OF PREMISES Licensing (Scotland) Act 2005, section 20(2)(a)

### Question 5

Description of Premises (where Application is Submitted by a Member's Club please also complete question 6)

THE PREMISES IS A 3 STOREY BUILDING LOCATED ON  
IRVINGDALE ST, ALLOA.  
THE GROUND FLOOR IS A RETAIL UNIT WITH THE UPPER  
FLOORS BEING RESIDENTIAL PROPERTIES.  
THE AREA WHERE THE PREMISES IS LOCATED IS MAINLY  
RETAIL & COMMERCIAL PROPERTIES.  
THE PREMISES CONSISTS OF SALES AREA, POST OFFICE,  
OFFICE ACCOMMODATION AND STAFF TOILETS.

### Question 6

#### To be completed by Member's Club Only

Do the Club's Constitution and Rules Conform to  
The requirements of regulation 2 of the Licensing  
(Clubs) (Scotland) Regulations 2007

Yes/No\* N/A.

\*Delete as appropriate

A Copy of the Club's Constitution & Rules **MUST** Be Included With  
The Application

## DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If Signing on Behalf of the Applicant please State in what Capacity

The contents of this Application are true to the best of my knowledge and belief.

Signature .....\* (see note below)

Date ..... 22/03/2025

Capacity ..... AGENT ..... APPLICANT/AGENT  
(delete as appropriate)

Telephone number and email address of signatory ...

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I Have Enclosed the Relevant Documents with this Application – Please Tick the Relevant Boxes	
Operating Plan	✓
Layout Plan	✓
Planning Certificate	✓
Building Standards Certificate	N/A
Food Hygiene Certificate	N/A

## \*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

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## **FOR USE BY THE LICENSING BOARD ONLY** **APPLICATION CHECKLIST**

DATE RECEIVED	
FEE AMOUNT	
RECEIPT NUMBER	
RECEIVED BY (INITIALS)	
CONSIDERATION DATE	
LAST DATE FOR CONSIDERATION	
DATE OF INITIAL HEARING	
DATE GRANTED/REFUSED (delete as appropriate)	

## **FOR USE BY THE LICENSING BOARD ONLY** **IF APPLICATION IS FOR A PREMISES LICENCE** **DOCUMENTS REQUIRED**

OPERATING PLAN	
LAYOUT PLAN	
PLANNING CERTIFICATE	
BUILDING STANDARDS CERTIFICATE	
FOOD HYGIENE CERTIFICATE	

## **FOR USE BY THE LICENSING BOARD ONLY** **IF APPLICATION IS FOR A PROVISIONAL PREMISES LICENCE** **DOCUMENTS REQUIRED**

PROVISIONAL PLANNING CERTIFICATE	
OPERATING PLAN	
LAYOUT PLAN	





## OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

### Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

1(a) Will alcohol be sold for consumption solely <b>ON</b> the Premises?	<del>YES/NO</del> <b>No</b>
1(b) Will alcohol be sold for consumption solely <b>OFF</b> the Premises?	<del>YES/NO</del> *
1(c) Will alcohol be sold for consumption both ON and OFF the Premises?	<del>YES/NO</del> *

\*Delete as appropriate

### Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

DAY	ON CONSUMPTION	
	OPENING TIME	TERMINAL HOUR
MONDAY	N/A	N/A
TUESDAY	N/A	N/A
WEDNESDAY	N/A	N/A
THURSDAY	N/A	N/A
FRIDAY	N/A	N/A
SATURDAY	N/A	N/A
SUNDAY	N/A	N/A

### Question 3



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DAY	ON CONSUMPTION	
	OPENING TIME	TERMINAL HOUR
MONDAY	10 <sup>am</sup>	10 <sup>pm</sup>
TUESDAY	10 <sup>am</sup>	10 <sup>pm</sup>
WEDNESDAY	10 <sup>am</sup>	10 <sup>pm</sup>
THURSDAY	10 <sup>am</sup>	10 <sup>pm</sup>
FRIDAY	10 <sup>pm</sup>	10 <sup>pm</sup>
SATURDAY	10 <sup>pm</sup>	10 <sup>pm</sup>
SUNDAY	10 <sup>pm</sup>	10 <sup>pm</sup> .

### Question 4

## SEASONAL VARIATIONS

Does the Applicant intend to operate according to Seasonal Demand	<del>YES/NO*</del>
 *If YES – provide details	

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## Question 5



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PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

1	2	3	4
	Please Confirm	To Be Provided During Core Licensed Hours	Be Provided Outwith Core Licensed Hours
	YES/NO	YES/NO	YES/NO
5(a) Activity			
Accommodation	No	N/A	N/A
Conference Facilities	No	No	No
Restaurant Facilities	No	No	No
Bar Meals			
5(b) Activity - Social Functions Including:			
Receptions Including Wedding, Funerals, Birthdays, Retirements Etc.	No	No	No
Club of Other Group Meetings etc.	No	No	No
5(b) Activity - Entertainment Including:			
Recorded Music (see 5g)	Yes	Yes	Yes
Live Performance (see 5g)	No	No	No
Dance Facilities	No	No	No
Theatre	No	No	No
Films	No	No	No
Gaming	No	No	No



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Indoor/Outdoor Sports	No	No	No
Televised Sport	No	No	No
5(d) Activity			
Outdoor Drinking Facilities	No	No	No
5(e) Activity			
Adult Entertainment*	No	No	No

\* Adult Entertainment means any form of entertainment which-

- (a) involves a person performing an act of an erotic or sexually explicit nature; and
- (b) is provided wholly or mainly for the sexual gratification or titillation of the audience

Where you have answered **YES** in respect of any entry in Column 4 above, please provide further details below

BACKGROUND MUSIC WILL BE PLAYED DURING ALL TRADING HOURS.

## 5(f) Any Other Activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below

POST OFFICE SERVICES  
FOOD TO GO  
PARCEL COLLECTION SERVICE  
HOME DELIVERY OF FOOD & ALCOHOL.  
THE PREMISES WILL OPEN AT 7am FOR THE SERVICE OF GROCERIES,  
FRESH FOODS & GENERAL MERCHANDISE.

## 5(g) Late Night Premises Opening after 1.00am

Where You Have Confirmed That You Are Providing Live or Recorded Music Will The Decibel Level Exceed 85dB	YES/NO* N/A
When Fully Occupied Are There Likely To Be More Customers Standing Than Seated	YES/NO* N/A

\*Delete As Appropriate

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## Question 6 (On-Sales only)



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### CHILDREN AND YOUNG PERSONS

6(a)	When Alcohol Is Being Sold For Consumption On The Premises Will Children Or Young Persons Be Allowed Entry	N/A <del>YES/NO*</del>
------	--	---------------------------

6(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry

N/A

6(c) Provide Statement Regarding the **AGES** of children or Young Persons to be Allowed Entry

N/A

6(d) Provide Statement Regarding the **TIMES** During Which Children and Young Persons will be Allowed Entry

N/A

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6(e) Provide Statement Regarding the **PARTS** of the Premises to Which Children and Young Persons Will Be Allowed Entry

N/A

## Question 7

### CAPACITY OF PREMISES

What is the Proposed Capacity of the Premises to Which This Application Relates?

941 m<sup>3</sup>

## Question 8

**PREMISES MANAGER (NOTE Not Required Where Application is For Grant of Provisional Premises Licence)**

Personal Details

8(a) Name

GEETHANAND SAMINATHAN

8(b) Date of Birth

[REDACTED]



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8(c) Contact Address

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8(d) Email Address

N/A
-----

8(e) Personal Licence

Date of Issue	Name of Licensing Board Issuing	Reference No. Of Personal Licence
14/06/2023	MIDLOTHIAN LICENSING BOARD	MID 1581

## DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

**If Signing on Behalf of the Applicant Please State in What Capacity.**

The Contents of This Operating Plan Are True to the Best of my Knowledge and Belief.

Signature  .....\* (See Note Below)

Date 22/03/2025 .....

Capacity AGENT ..... ~~APPLICANT~~/AGENT  
(Delete as appropriate)

Telephone Number and Email Address of Signatory

<div style="background-color: black; width: 100%; height: 100%;"></div>
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\* 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

## DISABLED ACCESS AND FACILITIES STATEMENT

*Licensing (Scotland) Act 2005, section 20(2)(b)(ia)*

### **Question 1**

#### **Disabled access and facilities**

1(a)	Is there disabled access to the premises	<b>YES</b> / NO*
1(b)	Do you have facilities for those with a disability	YES / <b>NO</b> *
1(c)	Do you have any other provisions available to aid the use of the premises by disabled people	<b>YES</b> / NO*
*Delete as appropriate		

If you have answered Yes to any of the questions above please complete, as appropriate, the following sections.

### **Question 2**

#### **Disabled access to, from and within the premises**

Please provide clear and detailed description of how accessible the premises are for disabled people. e.g. ramps, accessible floors, signage.

Access to the premises is available via one main entrance door. This is an electronic door that opens sideways

This doorway is wheelchair accessible.

The premises is one level flooring surface throughout the site.

There is suitable space within the premises to accommodate wheelchairs and customers who may have mobility difficulties.

### **Question 3**

#### **Facilities available**

Please describe in detail the facilities provided for disabled people. e.g. disabled toilets, lifts, accessible tables.

The serving counter area can be accessed by wheelchair users.

### **Question 4**

#### **Other provisions**

Please provide details of any other provisions made to aid the use of the premises by disabled people. e.g. assistance dogs welcome, large print menus.

Assistance is offered to all customers when they enter the premises irrespective of whether they have a disability or not.

All staff have been trained to identify those who may appear to require support or assistance.



**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

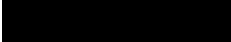
**If signing on behalf of the applicant please state in what capacity.**

The contents of this disabled access and facilities statement are true to the best of my knowledge and belief.

Signature ...*Gordon Emslie*,..... \* (see note below)

Date .....22<sup>nd</sup> March 2025.....

Capacity .....Agent..... AGENT Telephone number and email

address of signatory..... 

Email  .....

**\* 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.



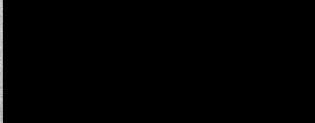
**MIDLOTHIAN LICENSING BOARD  
PERSONAL LICENCE**

The holder of this licence is qualified and permitted to sell alcohol under the terms of the Licensing (Scotland) Act 2005.

Licence Number

MID 1581

Name and address of licence holder

Geethanand Saminathan  


Name of issuing Licensing Board

Midlothian

Expiry date:

13.06.2033





Dates of Training	Title of Course Completed	Awarding/Accrediting Body	Level Attained
08.06.2023	Scottish Certificate for Personal Licence Holders at SCQF	Highfield	Pass



## Convictions for Relevant and Foreign Offences

Personal Licence Number	MID 1581
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Offence	Court	Date	Penalty



ANNEX C

Endorsements

Personal Licence Number MID 1581

Reason for Endorsement	Name of Licensing Board	Date of Commencement	Expiry Date



Diagram of a wall section showing a base of 470mm and a total height of 1.4m. The wall is composed of a base layer and a main body layer, with a vertical reinforcement element on the left side.

Height: 1.7m

470mm

Height: 1.7m



Fire Exit

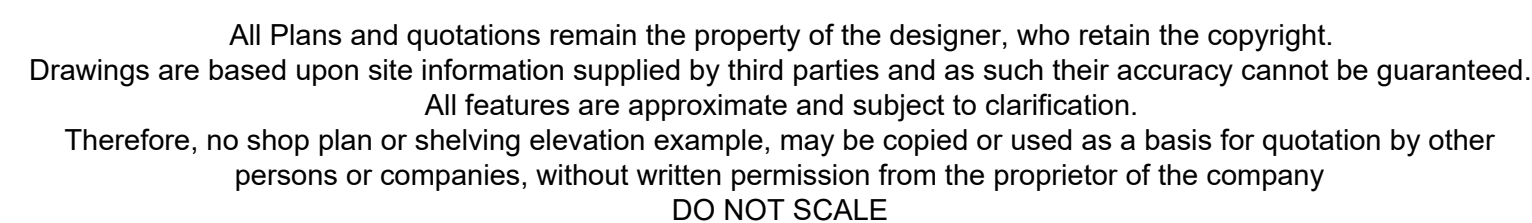


Display Area of Alcohol (Inaccessible)


 1. *What is the main purpose of this document?*  
 2. *What are the key findings of the study?*  
 3. *What are the implications of these findings?*  
 4. *What are the limitations of the study?*  
 5. *What are the conclusions of the study?*  
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 216. *What are the experiments?*  
 217. *What are the observations*

$$3.0\text{m(L)} \times 0.47\text{m (D)} \times 1.4\text{m(H)} = 1.974\text{m}^3$$
$$0.8\text{m(L)} \times 0.47\text{m(D)} \times 1.7\text{m(H)} = 0.6395\text{m}^3$$
$$0.8\text{m(L)} \times 0.37\text{m(D)} \times 1.7\text{m(H)} = 0.5032\text{m}^3$$
$$5.0\text{m(L)} \times 0.74\text{m(D)} \times 1.7\text{m(H)} = 6.29\text{m}^3$$

Total = 9.4067m<sup>3</sup>



Project Details:	Post Office Alloa - 25 Drysdale Street Alloa - FK10 1JL
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Drawing Title: Licence Layout	
Drawing No: AA01	
Scale: 1:50@A2	Revision: H
Date: 18/03/2025	Project Rep: AD
Drawn By: AA	Revision By: AA



**Clackmannanshire  
Council**

**LICENSING (SCOTLAND) ACT 2005**  
**SECTION 50**

**BUILDING CERTIFICATE**

***Post Office, 25 Drysdale Street Alloa, Clackmannanshire, FK10 1JL***

On behalf of the Development Services,

Clackmannanshire Council,

I hereby certify that a completion certificate has been accepted under section 18 of the Building (Scotland) Act 2003 in respect of any construction or conversion of the above named premises in connection with their proposed use as licensed premises.

Date: 18<sup>th</sup> March 2025

Signed:



For the Local Authority

**WARNING – This Section 50 Certificate (Building Standards) does not exempt you from obtaining other Section 50 Certificates that may be necessary, such as from the Council's Planning and Environmental Health Teams. Consult the local authority if in doubt.**





**Clackmannanshire  
Council**

**LICENSING (SCOTLAND) ACT 2005**  
**SECTION 50**

**ENVIRONMENTAL HEALTH CERTIFICATE**

On behalf of the Head of Development and Environment Services,  
Clackmannanshire Council,

I hereby certify that the premises subject to an application made by

**Hemantha Kumar Muvva**

in relation to grant of a Food Hygiene Certificate

at

**Alloa Post Office, 25 Drysdale Street, Alloa, FK10 1JL**


Are regularly inspected by this department and

Found to comply with the requirements of the

Food Hygiene (Scotland) Regulations 2006

with respect to construction, layout, drainage, ventilation, lighting, water supply, and the  
provision of sanitary and washing facilities.

Date: 18 March 2025

Signed: 

**STEPHEN BALLANTYNE**  
**ENVIRONMENTAL HEALTH OFFICER**





**LICENSING (SCOTLAND) ACT 2005**  
**SECTION 50**

**PLANNING CERTIFICATE**

***Alloa Post Office, 25 Drysdale Street, Alloa FK10 1JL***

On behalf of the Service Manager - Development

Clackmannanshire Council,

I hereby certify that the above named premises referred to in the application dated 20<sup>th</sup> August 2024, have been granted planning permission under the Town and Country Planning (Scotland) Act 1997, as amended, in respect of any development in connection with their proposed use as licensed premises.

Date: 3<sup>rd</sup> January 2025

Signed: Keith Johnstone

**KEITH JOHNSTONE  
PRINCIPAL PLANNER  
CLACKMANNANSHIRE COUNCIL**





**Partnership and Performance**

Kilncraigs, Greenside Street, Alloa, FK10 1EB

Telephone: 01259 450000

## Memo

To: **The Clerk to the Licensing Board  
Clackmannanshire Council  
Kilncraigs  
Greenside Street  
Alloa FK10 1EB**

From: **Paul Fair  
Licensing Standards Officer**

Extension: **2091**

Email: **pfair@clacks.gov.uk**

Our Ref: **PF/LSO/NPL/REP**

Your Ref:

Date: **6 May, 2025**

Subject: **Licensing (Scotland) Act, 2005. Section 29  
Application for a Premises Licence  
Alloa Post Office, 25 Drysdale Street, Alloa, FK10 1JL  
Convenience Local Limited SC760398**

1. Having considered the content of the application I have the following comments to make, these comments should be treated as a representation in the terms of section 22 of the Licensing (Scotland) Act, 2005.
2. The application to be determined is an application for a new premises licence.
3. The only other matter of significance connected to this application is that the answer to Question 5(f) indicated that the premises would offer home delivery of food, groceries and alcohol.
4. The Clackmannanshire Licensing Board Statement of Licensing Policy 2023-2028 (the Policy) confirms at page 19 that the Board will require all premises seeking to make home deliveries of alcohol to have this specified on their operating plan.
5. The Policy goes on to indicate that home delivery of alcohol should be robustly managed and is likely to attract additional local conditions where the Licensing Board think it is necessary and expedient for the purposes of the licensing objectives.
6. In this case, I would suggest that to support compliance with the licensing objectives contained within the Licensing (Scotland) Act, 2005, that if the Board decide to grant the licence they should apply additional local conditions of the type suggested in the Policy.
7. At **Appendix A** I have drafted proposed conditions for the benefit of the Licensing Board that I believe will adequately address the common concerns that surround the home delivery of alcohol. I would suggest that these proposed conditions are necessary and expedient for the purposes of the licensing objectives.
8. Those concerns are deliveries being made to under age persons, or to persons who are drunk or at serious risk of harm from drinking alcohol, and deliveries being made by untrained individuals, or by couriers that do not have robust age verification measures in place.
9. I have no further concerns about the application.

*Paul Fair* Licensing Standards Officer.

## **Appendix A**

### **Draft Local |Conditions Home Delivery Of Alcohol**

1. A written Age Verification Policy (AVP) must be kept and applied to all sales of alcohol for delivery to any place off the premises. This AVP must set out the steps that are to be taken to establish the age of a person attempting to take delivery of alcohol ("the customer") if it appears to the person making delivery of the alcohol that the customer appears to be less than 25 years of age (or such older age as may be specified in the policy).
2. Information must be provided to customers whether online or in store that Alcohol will only be left at the delivery address with a person who can prove that they are over 18 years of age.
3. Premises Licence holders and Premises Managers must ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training in the content and application of the Age Verification Policy to be applied to all deliveries.
4. A record of all persons trained in relation to the Age Verification Policy will be kept on the premises and made available to the Licensing Standards Officer and any Constable of Police Scotland.
5. A copy of the training record referred to in No 4 above should be supplied to delivery agent on completion of the training
6. Licence holders and Premises Managers will ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training to ensure that deliveries of alcohol are not made to persons who are or appear to be drunk.
7. Licence holders using Royal Mail, a private postal service, a courier service or independent delivery drivers will ensure that an age verified signed for delivery option is utilised that requires any package containing alcohol to be left with an adult over 18 at the specified delivery address and at no other place.
8. The premises licence holder will ensure that records of all alcohol deliveries are retained on the premises and that those record contain the following information, the forename and surname of the purchaser, the delivery address, the quantity and type of alcohol delivered and the purchase price.
9. All records, electronic or written made in relation to the delivery of alcohol will be kept on the premises for at least 12 months and will be made available on demand to a Licensing Standards Officer for the area where the premises are located or to a Constable of Police Scotland.

30/04/2025

Your Ref: Premises Licence  
Application - Alloa Post Office  
Our Ref: 918806

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



Roddy Irvine  
Chief Superintendent  
Divisional Commander

Forth Valley Division Headquarters  
Randolphfield  
St Ninian's Road  
Stirling  
FK8 2HD

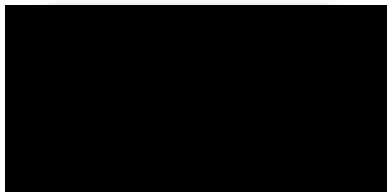
Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE GRANT OF A  
PREMISES LICENCE  
ALLOA POST OFFICE  
25 DRYSDALE STREET, ALLOA, CLACKMANNANSHIRE, FK10 1JL.  
GEETHANAND SAMINATHAN**

I refer to the above application and in terms of Section 21(4)(a)(i) and (ii) of the Licensing (Scotland) Act 2005, I have to advise you that neither the applicant nor any connected person has been convicted of any relevant offence.

I am unable to confirm the existence of any foreign offence in respect of the applicant or any connected person.

Yours faithfully



Roddy Irvine  
Chief Superintendent  
Divisional Commander

For enquiries, please contact the Licensing Department on +443004245984 or +443004245986.