



## Licensing (Scotland) Act 2005, Section 29 Application for Variation of Premises Licence

To:

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

**THIS PAPER RELATES TO  
ITEM 4  
ON THE AGENDA**

If you are Completing this Form by Hand, Please Write Legibly in Block Capitals using **BLACK INK**. Please Ensure the Completed Application is Signed by the Applicant, Dated and Returned to the Above Address along with the Fee and the Original Licence or a Statement of Reasons as to why the Original Licence Cannot be Produced.

### APPLICANT INFORMATION

#### Question 1

Name, Address, Postcode and Licence Number of Premises.

Tesco Alloa Extra - 2040  
Auld Brig Road  
Alloa  
Central  
FK10 1EG

Premises Licence Number: CC0076

#### Question 2

Full Name, Address, Postcode, Telephone Number and Email Address of the Current Licensee or the Applicant if Different.



Tesco Stores Limited

Tesco House, Shire Park, Kestrel Way, Welwyn Garden City, AL7 1GA

[REDACTED]

[REDACTED]

## DETAILS OF VARIATION

### Question 3

Brief Details of Variation (Continue on Separate Sheet if Necessary)

#### **Variation to the information contained within the operating plan within the licence:**

- Varying the statement in Question 5(f) (any other activities) contained within the Operating Plan, to the following: "The premises may trade in the sale of products other than alcohol like food, including hot food and drinks, nonfood items, and other household goods (groceries) within and outwith core licensed hours and may also provide ancillary consumer services up to 24-hours a day. These services may be provided at the premises or through an online customer delivery/collection service subject to consumer demand and the grant of any necessary statutory consents where required."
- Varying the approved capacity in Question 7 (Capacity of Premises) from 293.33 M2 to 294.45 M2 following a variation to the approved layout plan contained within the licence. (See below).

#### **Variation to the layout plan contained within the licence:**

- There is a variation to the approved internal layout of the premises as per the latest drawing deposited with the Licensing Authority (enclosed with the application).
- This results in a slight increase of Q7 off sales capacity of the premises from 293.33 M2 to 294.45 M2 due to a remerchandising of the alcohol display section. There are also sundry changes around the internal layout of the premises in relation to new checkouts, and aisle configuration following a refurbishment.

## OPERATING PLAN

### Question 4

Do you Propose to Vary any of the Information Within the Operating Plan Contained in the Licence?

**YES**

If Yes Please Complete and submit New Operating Plan to include the Proposed Variations.

# Licensing Board



Clackmannanshire  
Council

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## LAYOUT PLAN

### Question 5

Do you Propose a Variation to the Layout Plan Contained in the Licence?

**YES**

If Yes Please Supply **6 Copies** of the New Layout Plan Conforming to Paragraph 5 of The Premises Licence (Scotland) Regulations 2007.

## CONDITIONS

### Question 6

Do you propose a variation to any of the conditions to which the licence is subject?

**NO**

If Yes please give details of the proposed variation below

Please Note That You Cannot Vary any Condition Which Is on Your Licence By Virtue Of Section 27(1) Of The Licensing (Scotland) Act, 2005 (Mandatory Conditions).

N/a
-----

## PREMISES MANAGER

### Question 7

If you Propose to Vary the Information Contained in the Licence Relating to the Premises Manager. Please Provide the following information.

Name, Address and Personal Licence Details (Number and Issuing Board) of the Existing Premises Manager

# Licensing Board



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N/a

If only the existing Premises Manager's Personal Details have Changed  
Please Provide details

N/a

If there is a Change of Premises Manager Please Provide the following:-.

Name and Address of the Proposed Premises Manager

N/a

Date and Place of Birth of the Proposed Premises Manager

N/a

Email Address and Telephone Number of the Proposed Premises Manager

N/a

# Licensing Board



Clackmannanshire  
Council

www.clacksweb.org.uk

## Personal Licence

Date of Issue	Name of Licensing Board Issuing	Reference No. Of Personal Licence
N/a		

Is the Variation Relating to the change of Premises Manager to Take Effect During the Application Period

**N/a**

If the Answer to the Above Question is NO Please Provide Below the Date the Variation is to Take Effect.

N/a
-----

### **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:** 

**Print:** James Skinner

**Date:** 11/06/2025

**Capacity:** Licensing Executive  
- Duly Authorised Agent for and on behalf of Tesco Stores Limited.

**Telephone Number and Email Address of Signatory:** 

@tesco.com

**Correspondance Address:**  
FAO: Tesco Licensing Team  
Pear Building, Floor 2,  
Shire Park, Kestrel Way  
Welwyn Garden City  
AL7 1GA

# Licensing Board



**Clackmannanshire  
Council**

[www.clacksweb.org.uk](http://www.clacksweb.org.uk)

**\* Data Protection Act 1998**

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**Clackmannanshire Licensing Board has a duty to protect public funds that it administers and may use this information for the prevention and detection of fraud. For more details, please contact The Councils, Senior Auditor, on telephone number 01259 452047**

<b>Checklist</b>	
Fee enclosed	✓
Application signed/dated	✓
Original Licence enclosed or a Statement of reasons for failing to produce the Licence	✓
New Operating Plan Enclosed	✓
New Layout Plan Enclosed	✓

# 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 ON the premises?	NO
1(b) Will alcohol be sold for consumption solely OFF the premises?	YES
1(c) Will alcohol be sold for consumption both ON and OFF the premises?	NO
*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**

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

<b>Day</b>	<b>OFF Consumption</b>	
	<b>Opening time</b>	<b>Terminal hour</b>
<i>Monday</i>	10:00	22:00
<i>Tuesday</i>	10:00	22:00
<i>Wednesday</i>	10:00	22:00
<i>Thursday</i>	10:00	22:00
<i>Friday</i>	10:00	22:00
<i>Saturday</i>	10:00	22:00
<i>Sunday</i>	10:00	22:00

**Question 4**

SEASONAL VARIATIONS

<i>Does the applicant intend to operate according to seasonal demand</i>	NO
--	----

*\*If YES – provide details*

N/a
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**Question 5**

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

<b>COL. 1</b> <b>5(a)</b> <b>Activity</b>	<b>COL. 2</b> <b>Please confirm</b> <b>YES/NO</b>	<b>COL. 3</b> <b>To be provided during</b> <b>core licensed hours –</b> <b>please confirm</b> <b>YES/NO</b>	<b>COL. 4</b> <b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Accommodation</i>	NO	N/A	N/A
<i>Conference facilities</i>	NO	NO	NO
<i>Restaurant facilities</i>	YES	YES	YES
<i>Bar meals</i>	NO	NO	NO
<b>5(b) Activity</b> <b>Social functions</b> <b>including:</b>	<b>Please confirm</b> <b>YES/NO</b>	<b>To be provided during</b> <b>core licensed hours –</b> <b>please confirm</b> <b>YES/NO</b>	<b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Receptions including</i> <i>Weddings,</i> <i>funerals,</i> <i>birthdays,</i> <i>retirements etc.</i>	NO	NO	NO
<i>Club or other</i> <i>group meetings</i> <i>etc.</i>	NO	NO	NO
<b>5(c)</b> <b>Activity</b> <b>Entertainment</b> <b>including:</b>	<b>Please confirm</b> <b>YES/NO</b>	<b>To be provided during</b> <b>core licensed hours –</b> <b>please confirm</b> <b>YES/NO</b>	<b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Recorded music</i> <i>– see 5(g)</i>	YES	YES	YES

<i>Live performances – see 5(g)</i>	NO	NO	NO
<i>Dance facilities</i>	NO	NO	NO
<i>Theatre</i>	NO	NO	NO
<i>Films</i>	NO	NO	NO
<i>Gaming</i>	NO	NO	NO
<i>Indoor/outdoor sports</i>	NO	NO	NO
<i>Televised sport</i>	NO	NO	NO
<b>5(d) Activity</b>	<b>Please confirm YES/NO</b>	<b>To be provided during core licensed hours – please confirm YES/NO</b>	<b>Where activities are also to be provided outwith core licensed hours please confirm YES/NO</b>
<i>Outdoor drinking facilities</i>	NO	NO	NO
<b>5(e) Activity</b>	<b>Please confirm YES/NO</b>	<b>To be provided during core licensed hours – please confirm YES/NO</b>	<b>Where activities are also to be provided outwith core licensed hours please confirm YES/NO</b>
<i>Adult entertainment</i>	NO	NO	NO

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

*Restaurant (café) facilities will be provided both during and outwith core licensed hours.*

*Recorded background music may be provided both during and outwith core licensed 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.

*The premises may trade in the sale of products other than alcohol like food, including hot food and drinks, non-food items, and other household goods (groceries) within and*

outwith core licensed hours and may also provide ancillary consumer services up to 24-hours a day. These services may be provided at the premises or through an online customer delivery/collection service subject to consumer demand and the grant of any necessary statutory consents where required.

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*
---	---------

When fully occupied, are there likely to be more customers standing than seated?	YES/NO*
--	---------

*Delete as appropriate	
------------------------	--

**Question 6 (On-sales only)**

CHILDREN AND YOUNG PERSONS

6(a)	When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	YES/NO*
------	--	---------

	*Delete as appropriate	
--	------------------------	--

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
-----

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?*

Off Sales – 294.45 M2

**Question 8**

**PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)**

*Personal details*

8(a) Name

Miss. Heather Fraser

8(b) Date of birth

[REDACTED]

8(c) Contact address and Telephone No

[REDACTED]

8(d) Email address

[REDACTED]

8(e) Personal licence

<b>Date of issue</b>	<b>Name of Licensing Board issuing</b>	<b>Reference no. of personal licence</b>
08 Jun 2022	City of Edinburgh	474180



REV.	DATE	AMENDMENTS
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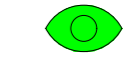



TOTAL LICENSED FRONTAGE IN SQ.M - 294.45


ADDRESS: AULD BRIG RD,  
ALLOA,  
CLACKMANNANSHIRE,  
UNITED KINGDOM,  
FK10 1EG

Disclaimer: Any information contained in this drawing which is not required by regulation 5 of SSI 2007/452 is included for illustrative purposes only and does not form part of the layout plan for the purposes of the said regulation or the Licensing (Scotland) Act 2005. This will prevent us requiring a new application when other areas of the store change.

CHILDREN AND YOUNG PERSONS ARE ALLOWED ACCESS THROUGHOUT THE PREMISES

**FIRE DETECTION LEGEND**

-  SOUNDER
-  VISUAL INDICATOR (BEACON)
-  6KG 27A FOAM & 2KG CO2 EXTINGUISHERS
-  AREA COVERED BY SMOKE DETECTION
-  BREAK GLASS CALL POINT

 AREA TO BE USED FOR THE DISPLAY OF ALCOHOL; PRODUCTS PACKED WITH ALCOHOL; AND NON-ALCOHOLIC DRINKS

PROJECT  
**2040 ALLOA**

DESCRIPTION  
**PROPOSED SITE  
ALCOHOL LICENSING LAYOUT**

DRAWING NO 2549pg5#BWSPLAN.dwg

PHASE 3 ISSUE 5#

SYSTEM ID 2040pg5#BWSPLAN.dwg

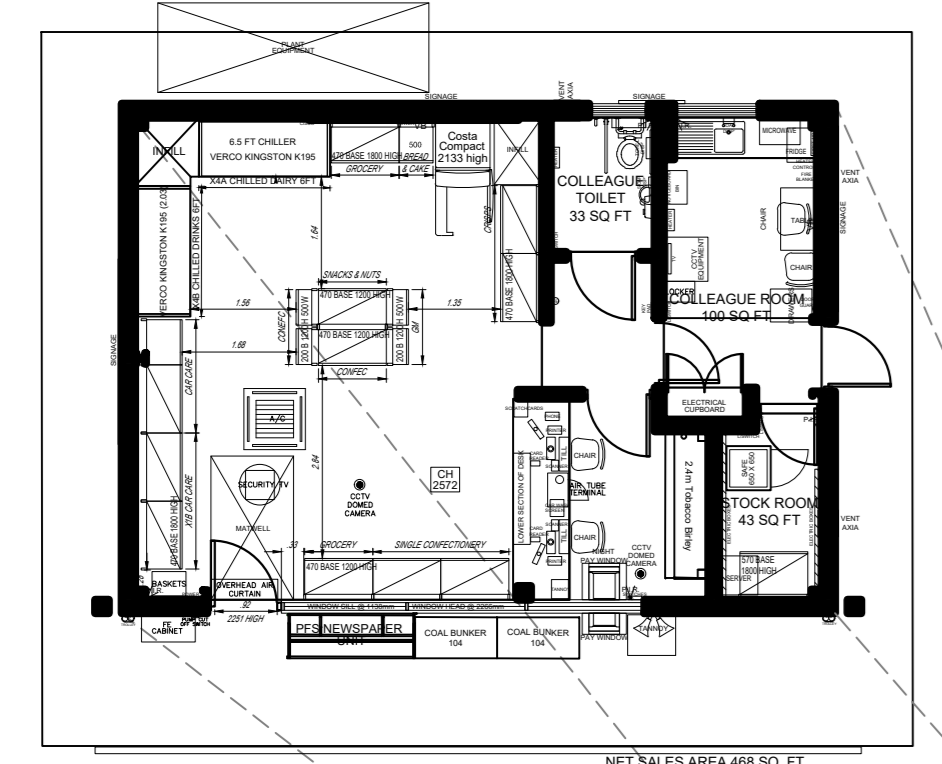
SCALE 1:300@A0 DATE 11.06.2025

UK PLANNING MANAGER JAMES SKINNER



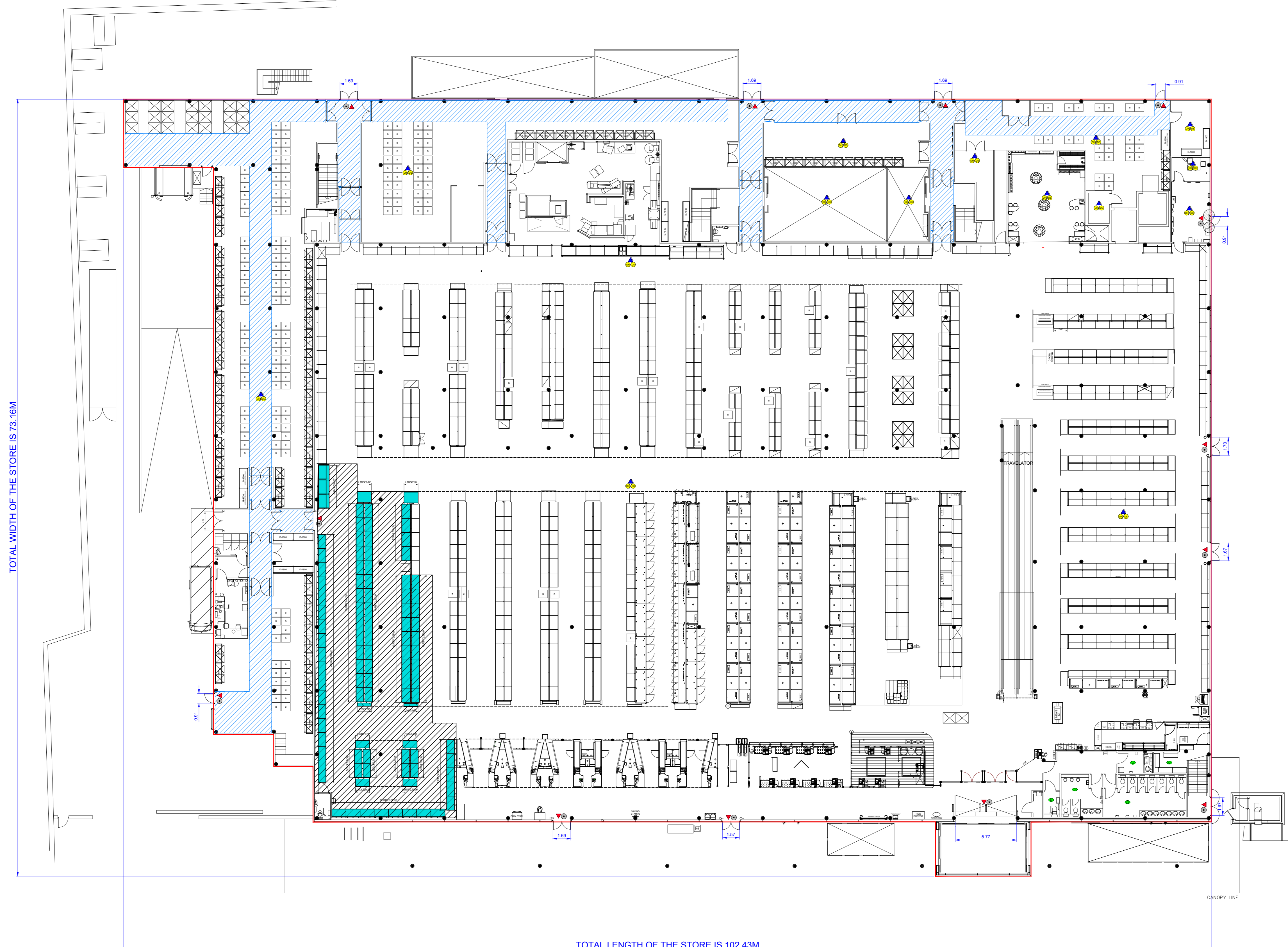
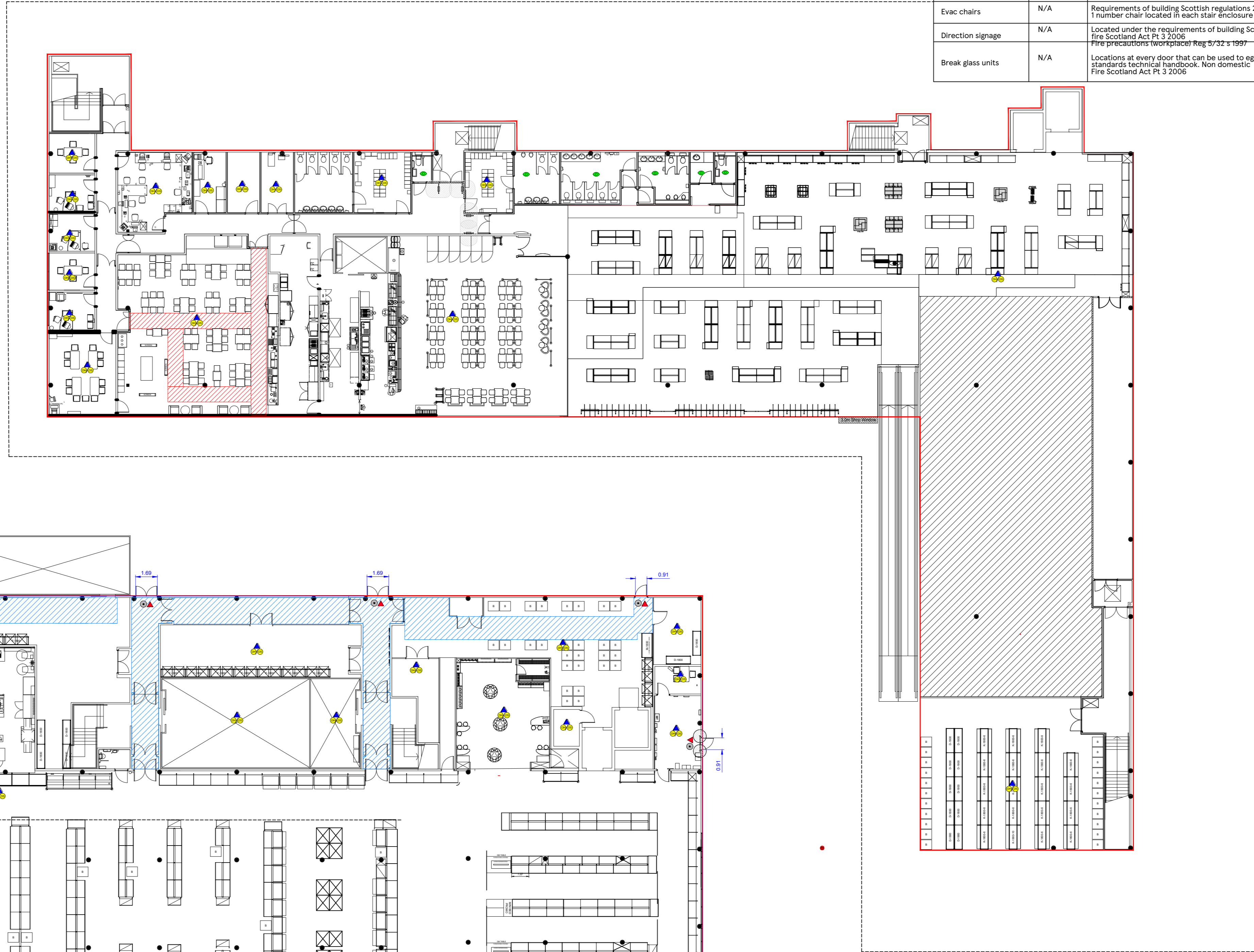
RETAIL PLANNING & DESIGN IMPLEMENTATION

TESCO STORES LIMITED  
STORE PLANNING DEPARTMENT  
PROPERTY SERVICES  
PLUS BUILDING, THE BOULEVARD, SHIRE PARK,  
WELWYN GARDEN CITY, HERTFORDSHIRE, AL1 1GB UK  
TELEPHONE - 01707 395150  
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Category	Installed / Type	Legislation Used
Main Legislation Used	N/A	Fire Scotland Act 2006 Building Scotland Regulations 2004 and Scottish Building Standards Technical handbook. Non Domestic
Fire Extinguishers	Installed	Layout within stores as per Tesco design standard. To comply with requirements of BS 5306 Pts 1 & 3 / 8 BS EN3 part 5
Fire blankets	N/A	Layout within stores as per Tesco design standard. To comply with requirements of BS 5306 Pt 8
Smoke / heat detectors	Installed	Location as per requirements of building Scotland regulations 2004 and Scottish Building Standards Technical handbook. Non Domestic Fire alarms to be installed by, maintained by M.L. and Tesco approved contractors conform to BS 5839 In the doors in compartment to comply with BS5588 Part 1
Down stands / curtains	Fixed	Requirements of Building Scotland Regulations 2004 and Scottish Building Standards Technical handbook. Non Domestic Construction depends on age of store / store layout. Solid construction either glass or boarding Drop curtains made up of flexible fire rated material to suit.
Sprinkler systems	Installed	Installed under the requirements of Building Scotland Regulations and Scottish Building Standards Technical handbook. Non Domestic Installation also to comply with BS 5306 Pt 2 and Tesco Design Standards.
Maglocks	N/A	Not legal in areas where members of the public can use doors as a means of escape in the event of fire.
Sliding doors	N/A	If doors on a means of escape route are of a slide to open nature then they have to comply with BS7036 19996
Emergency lighting	N/A	As per Tesco design standards and to comply with requirements of building Scotland regulations 2004 and Scottish building standards technical handbook. Non domestic required to conform to BS5266 Pt 1 2005 and BS5266 Pt 2 2004
Compartment walls	N/A	Constructed to meet with the requirements of building Scotland regulations 2004 and Scottish building standards technical handbook. Non domestic. Construction dependent on the age of store. Max 1m clear.
Evac chairs	N/A	Requirements of building Scotland regulations 2004 and Scottish building standards technical handbook. Non domestic store with TFF 1 number chair located in each stair enclosure leading from upper level where public have access. BS 5888 Pt 6
Direction signage	N/A	Located under the requirements of building Scotland regulations 2004 and Scottish building standards technical handbook. Non domestic Fire Scotland Act Pt 3 2006 Fire precautions technical handbook req 7.32 + 1997
Break glass units	N/A	Locations at every door that can be used to enter the building. Requirements of building Scotland regulations 2004 and Scottish building standards technical handbook. Non domestic Fire Scotland Act Pt 3 2006

REV.	DATE	AMENDMENTS
		TOTAL LICENSED FRONTAGE IN SQ.M - 294.45



ADDRESS: AULD BRIG RD,  
ALLOA,  
CLACKMANNANSHIRE,  
UNITED KINGDOM,  
FK10 1EG

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CHILDREN AND YOUNG PERSONS ARE ALLOWED ACCESS THROUGHOUT THE PREMISES

- FIRE DETECTION LEGEND**
- SOUNDER
  - VISUAL INDICATOR (BEACON)
  - 6KG 27A FOAM & 2KG CO2 EXTINGUISHERS
  - AREA COVERED BY SMOKE DETECTION
  - BREAK GLASS CALL POINT
  - AREA TO BE USED FOR THE DISPLAY OF ALCOHOL; PRODUCTS PACKED WITH ALCOHOL; AND NON-ALCOHOLIC DRINKS

PROJECT  
**2040 ALLOA**

DESCRIPTION  
**PROPOSED RETAIL ALCOHOL LICENSING LAYOUT**

DRAWING NO 2549rg5#BWSPLAN.dwg

PHASE 3 ISSUE 5#

SYSTEM ID 2040pg5#BWSPLAN.dwg  
2040bg5#BWSPLAN.dwg

SCALE 1:200@A0 DATE 11.06.2025

UK LICENSING MANAGER JAMES SKINNER



TESCO STORES LIMITED  
STORE PLANNING DEPARTMENT  
PROPERTY SERVICES  
PLUS BUILDING, THE BOULEVARD, SHIRE PARK,  
WELWYN GARDEN CITY, HERTFORDSHIRE, AL1 1GB UK  
TELEPHONE - 01707 395150  
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**Corporate Services**

Kilncraigs, Greenside Street, Alloa, FK10 1EB

Telephone: 01259 450000

## 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/NPL/REP/CC076**

Your Ref:

Date: **6 May 2026**

Subject: **Licensing (Scotland) Act, 2005. Section 29  
Application for a Non minor Variation  
Tesco Extra  
Auld Brig Road, Alloa, FK10 1EG**

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 non minor variation to an existing premises licence.
3. The only matter of significance connected to this application is that the answer to Question 5(f) is changing to indicate that the premises may 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.
8. These conditions have been previously reviewed and approved by the Licensing Team within Tesco Stores limited
9. I would suggest that these proposed conditions are necessary and expedient for the purposes of the licensing objectives.

10. 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.
11. I have no concerns about the other proposed amendments in the application.

*Paul Fair*

Licensing Standards Officer.

## **Appendix A**

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

#### **Local Conditions**

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 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 made available from 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 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 only an age verified 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 made available from the premises and that those records 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 made available from 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.

05/11/2025

Your Ref: NMV - Tesco

Our Ref: 967278

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 VARIATION OF A PREMISES LICENCE  
TESCO EXTRA  
TESCO EXTRA, AULD BRIG ROAD, ALLOA, CLACKMANNANSHIRE, FK10 1EG.  
TESCO STORES LTD (HEAD OFFICE)**

I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of:

**Variation to the information contained within the operating plan within the licence:**

- Varying the statement in Question 5(f) (any other activities) contained within the Operating Plan, to the following: "The premises may trade in the sale of products other than alcohol like food, including hot food and drinks, nonfood items, and other household goods (groceries) within and outwith core licensed hours and may also provide ancillary consumer services up to 24-hours a day. These services may be provided at the premises or through an online customer delivery/collection service subject to consumer demand and the grant of any necessary statutory consents where required."
- Varying the approved capacity in Question 7 (Capacity of Premises) from 293.33 M2 to 294.45 M2 following a variation to the approved layout plan contained within the licence. (See below).

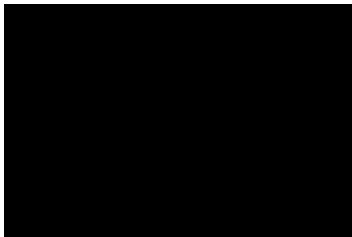
**Variation to the layout plan contained within the licence:**

- There is a variation to the approved internal layout of the premises as per the latest drawing deposited with the Licensing Authority (enclosed with the application).
- This results in a slight increase of Q7 off sales capacity of the premises from 293.33 M2 to 294.45 M2 due to a remerchandising of the alcohol display section. There are also sundry changes around the internal layout of the premises in relation to new checkouts, and aisle configuration following a refurbishment.

In terms of Section 29(5) this request can be considered a variation.

I have no adverse comment to make regarding the variation proposed.

Yours faithfully



Roddy Irvine  
Chief Superintendent  
Divisional Commander

