

**THIS PAPER RELATES
TO ITEM 06(i) (ii) (iii)
ON THE AGENDA**

CLACKMANNANSHIRE LICENSING BOARD

MEETING 27 February 2018 at 09:30am in

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

Licensing (Scotland) Act 2005

Occasional Licence Applications

Premises	Applicant	Date of Event	Comments
Alloa Town Hall Marshall Alloa	Craig Stewart The Royal Oak 7 Bedford Place Alloa FK10 3DE	24 March 2018	Application and LSO Report, (copies attached)
Alloa Town Hall Marshall Alloa	Craig Stewart The Royal Oak 7 Bedford Place Alloa FK10 3DE	30 March 2018	Application and LSO Report, (copies attached)
Devonvale Hall Moss Road Tillicoultry FK13 6NS	Gregory McMullan The Royal Oak 7 Bedford Place Alloa FK10 3DE	31 March 2018	Application and LSO Report, (copies attached)



Development and Environmental Services
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000

**THIS PAPER RELATES TO
ITEM 06 (ii)
ON THE AGENDA**

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/REP

Your Ref: 18/00017/OCCLIC

Date: 15 February, 2018

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application - Craig Stewart
Live Music Night – 30 March, 2018
Alloa Town Hall, Marshall, 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 Officers is provided with a copy of the application.

Having considered the content of the application and made the necessary enquiry I have the following comments to make:

1. The application relates to a live music event which is likely to result in a capacity attendance at the venue of approximately 400-500 persons. The event is described as a anniversary memorial concert featuring several live performers.
2. The event is to be licensed between 6.00pm and Midnight on Friday 30 March 2018.
3. The application seeks consent for young persons to be allowed into the venue during the event.
4. SIA Licensed Stewards will be on duty at the event, the application does not indicate how many.
5. Entry to the event will be on production of a valid ticket only.
6. The premises are suitable for an event of this nature.
7. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.

8. I am unaware of any matters of concern relating to any of the previous events hosted by the applicant under an occasional licence granted by Clackmannanshire Licensing Board.
9. The applicant will only use personal licence holders or other staff trained to the standards required by the Licensing (Training of Staff)(Scotland) Regulations 2007 to sell alcohol at the event.
10. There will be at least 1 personal licence holder present and authorising the sale of alcohol at the event.
11. In promoting the licensing objectives I would suggest that the following matters are those which would be best controlled by conditions on the licence.
 - Use of plastic Bottles and Glassware
 - Sufficient SIA Licensed Stewards
 - Personal Licence Holder on premises for duration of event
 - Only trained staff permitted to make sales of alcohol
 - All musical performance of live or recorded music must end at least 15 minutes prior to the terminal hour.
 - Prevention of noise nuisance caused by late night disposal of glass
 - The protection from harm of children and young persons attending the event.
12. Appendix A contains a list of specimen local conditions which the Board may find to be both necessary and expedient for the purposes of the licensing objectives in connection with this event
13. I have no concerns about this event.

Paul Fair

Licensing Standards Officer.

Live Music Night - Alloa Town Hall – 30 March, 2018

Appendix A - Suggested Local Conditions

- All alcohol 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 licence Holder can be consumed at the event.
- (Insert Number) Or (A sufficient number 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 of persons within the venue and leaving the venue. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area.
- 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 of alcohol
- Only staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007 are permitted to make sales of 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 licensed hours.
- No glass or other forms of waste likely to produce excessive noise will be disposed of in the external bins at the premises after 9pm and before 10am the following morning.
- Full particulars (Name, Date of Birth and SIA Badge No.) of the SIA Stewards to be employed at the event will be provided in writing to the Licensing Standards Officer at least 48 hours prior to the event.



Alloa Town Hall

DATE OF EVENT	<i>30 March 2018</i>
LICENCE NO	<i>18/00017/occlic</i>
TO POLICE & WEB	<i>12 January 2018</i>

LSO REPORT

APPLICATION FOR OCCASIONAL LICENCE

*Sub 18/2
On idox ✓
FLARE ✓*

To:

Clerk to the Licensing Board
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 (see note 1)	
I am a :- (please tick one only)	
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, licence number, Issuing Licensing Board (if applicable)	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 – CLACKS COUNCIL
Personal licence number (if applicable) Issuing Licensing Board	N/A
Name of voluntary organisation or Members Club (if applicable) N/A	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event - See guidance notes CRAIG STEWART – CC102	

PAID - 5 JAN 2018

£10.00

2. PERSONAL DETAILS	
TITLE (delete as appropriate) MR (please state)	
FORENAMES	CRAIG WILLIAM
SURNAME	STEWART
If you are applying on behalf of a Club or voluntary organisation please state your position in that club/organisation or provide other evidence that you are authorised or entitled to apply on their behalf.	
DATE OF BIRTH	
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES	
ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA	
CLACKMANNANSHIRE	FK10 3DE
TELEPHONE NUMBERS	
DAYTIME EVENING MOBILE	
FAX NUMBER	
E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail) THEROYALLOAK.ALLOA@GMAIL.COM	

3. THE PREMISES (where the event is to be held -See note and answer fully)
Description of Premises. ALLOA TOWN HALL – THE TOWN HALL IS A STAND ALONE COMMUNITY BUILDING WITH AMPLE CAR PARKING SURROUNDING AND ADJACENT TO THE VICINITY. THE LICENCE IS TO COVER THE MAIN HALL, ENTRANCE HALL, TWO UPSTAIRS LOUNGES AND TOILET AREAS ONLY
Full Postal Address of Premises which this Application Refers to ALLOA TOWN HALL MARS HILL ALLOA CLACKS FK10 1AB

Description of Activities to be Carried on in the Premises (**see note and answer fully**)
 1ST ANNIVERSARY CONCERT IN MEMORY OF CONOR BROWN. THE GIG IS BEING LINED UP BY HIS TWIN BROTHER DECLAN AND WILL HAVE TRIBUTE BANDS TO KASABIAN, ED SHEERAN, STONE ROSES & LITTLE MIX, AND ALSO SOLO PERFORMANCES BY SOLO ACTS NICK MERCER, KIERAN FISHER AND JAMES KING. THIS WILL BE A TICKET ONLY EVENT, WITH A WRIST BAND BEING PLACED AT ENTRY FOR ALL TICKET HOLDERS. THERE WILL BE AT LEAST 8 STEWARDS ON THE EVENING AND ALL DRINKS, ALCOHOLIC AND NON ALCOHOLIC, WILL DECANTED INTO PLASTIC CONTAINERS. WE HAVE VASY EXPERIENCE IN DOING THESE EVENTS, AND DO NOT FORESEE ANY PROBLEMS ON THE OCCASSION

Approximately How many persons will attend event ?	400/500
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Will Stewards to be provided ?	YES
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Is food to be provided at the Event - If yes please provide details

NO

4. DURATION OF LICENCE

Start Time and Date

18.00PM – FRIDAY 30TH MARCH, 2018

End Time and Date

00.00AM – SATURDAY 31ST MARCH, 2018

5. 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 REQUESTED WHEN ALCOHOL WILL BE SOLD ON THE PREMISES-* delete as appropriate

Times for sale of alcohol for consumption
On premises

18.00PM-00.00PM

Times for sale of alcohol for consumption
Off premises

N/A

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

THE DOORS WILL OPEN FROM 18.00PM, WITH FIRST ACT LIKELY TO START AT 18.30PM. THE SOLO ACTS WILL HAVE ROUGHLY 25 MINUTES EACH TO PERFORM, WITH THE TRIBUTE ACTS GETTING ROUGHLY 1 HOUR EACH, GIVE OR TAKE 10/15 MINS EITHER WAY. THE HEADLINE ACT SHOOULD BE ON BY 22.30PM AT THE VERY LATEST, AND AS SOON AS THEY FINISH, THE BAR WILL CLOSE. THIS WILL BE NO LATER THAN 00.00AM.
 THE DOOR STEWARDS WILL BE INSTRUCTED TO HAVE ALL PERSONS REMOVED FROM THE VICINITY WITHIN 15 MINUTES OF THE EVENT FINISHING

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry? **YES**

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

Ages of Children of Young Persons Permitted Entry

16 & 17 YEARS

Times at which Children or Young Persons Permitted Entry

18.00PM – 00.00PM

Parts of Premises to which Children or Young Persons Permitted Entry

ALL LICENCED AREAS ONLY BUT MUST BE ACCOMPANIED BY A PARENT OR RESPONSIBLE ADULT AT ALL TIMES

7. Signature and declaration by applicant (see note 3)**DECLARATION**

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))

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

SIGNATURE

CRAIG STEWART

DATE

5TH JANUARY, 2018

*** 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

8. CHECKLIST - Please tick

I have Made or enclosed payment of the fee for the application

X

NOTES