



MINUTES OF MEETING of the CLACKMANNANSHIRE LICENSING BOARD held within the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on TUESDAY 26 JUNE 2018 at 9.30 am.

PRESENT

Councillor Kenneth Earle, (Chair)
Councillor Donald Balsillie
Councillor Martha Benny
Councillor Dave Clark
Councillor Helen Lewis
Councillor George Matchett, QPM
Councillor Tina Murphy
Councillor Mike Watson

IN ATTENDANCE

June Andison, Licensing Administrator
Anne McPherson, Administration Assistant (Licensing)
Paul Fair, Licensing Standards Officer
Lindsay Thomson, Service Manager, Legal and Democracy (Clerk to the Board)
Melanie Moore, Committee Services

1.0 APOLOGIES

Apologies for absence were received from Councillor Les Sharp.

2.0 DECLARATIONS OF INTEREST

None.

**3.0 MINUTES OF MEETING: CLACKMANNANSHIRE LICENSING BOARD:
24 APRIL 2018**

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 22 May 2018 were submitted for approval.

Councillor Tina Murphy was in attendance at the previous meeting and not in both present and apologies as minute suggests.

Decision

Following the above change, the minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 22 May 2018 were agreed as a correct record and signed by the Chair.

4.0 LICENSING (SCOTLAND) ACT 2005

Agenda items 4(i), 4(ii) and 4(iii) were put before the Board for information only as it was understood that they had been granted under delegated powers. Items 4(i), 4(ii) and 4(iii) were, therefore, considered together as one item. However it was subsequently identified that item 4(iii) was not for information only and this item was then heard separately

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

A list of applications numbered 1-5 (inclusive) 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 application numbered 1-5 (inclusive) for Personal Licence Applications had been granted under delegated powers.

(ii) Application for Transfer to Licence – Granted Under Delegated Powers

An application for the transfer of premises licence at the Woolpack Inn, 1 Glassford Square, Tillicoultry, FK13 6AU, which had attracted no objections or representations had been granted under delegated powers, was put before the Board for information only.

Decision

The Board agreed to note that an application for the transfer of premises licence at the Woolpack Inn, 1 Glassford Square, Tillicoultry, FK13 6AU, had been granted under delegated powers.

Moved by Councillor Kenneth Earle. Seconded by Councillor Dave Clark.

(iii) Application for Variation to Operating Plan (Non Minor)

Premises: The Old Brewery, East Vennel, Alloa, Fk10 1ED
Applicant: Green King, Retailing Ltd, c/o Belhaven Pubs, Atrium House, 6 Black Walk, Stirling, FK8 2QA

Attending

Mr Paul Fair, Licensing Standards Officer
Ms Amanda Gerlach, Premises Manager, Old Brewery, East Vennel, Alloa, FK10 1ED
Mr Hunter, Applicant's Representative

An application for a variation of premises licence which had attracted representation from the Licensing Standards Officer and from Police Scotland in terms of Section 29 of the Licensing (Scotland) Act 2005 in relation to the application for a non minor variation of a premises licence was put before the Board for determination.

The application sought to make two changes to the operation of the business; (1) Vary the times of Children and Young Persons permitted entry to 21:00 hours or until the end of meal (2) Removal of Local Condition – no entry to new customers after 00:30 hours on Friday and Saturday.

The Board heard representation from the Licensing Standards Officer, the Premises Manager and the Applicant's Representative and had the opportunity to put questions to them.

Motion

Having considered all of the information presented to it and having determined that no grounds for refusal apply, that the Board grants the application for a variation to the premises licence.

Moved by Councillor George Matchett, QPM. Moved by Councillor Martha Benny.

Decision

Having considered all the information presented to it and having determined that no grounds for refusal apply, the Board agreed to grant the application for a variation to the premises licence.

Action

Clerk to the Board

5.0 LICENSING (SCOTLAND) ACT 2005 – OCCASIONAL LICENCE APPLICATIONS

(i) Application for Occasional Licence – 12 August 2018

Applicant: Clackmannan Bowling Club, 47 Castle Street, Clackmannan, FK10 4EW

Premises: Clackmannan Bowling Club, 47 Castle Street, Clackmannan, FK10 4EW

Event: Charity Bowling Match – 12 August 2018

Attending

Mr Paul Fair, Licensing Standards Officer

Mrs Alison MacLeod, Bar Manager, Clackmannan Bowling club

The Board heard representation from the Licensing Standards Officer and the applicant and had the opportunity to put questions to all parties.

Motion

Having considered all of the information presented to it, that the Board grants the application for an occasional licence.

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

Decision

Having considered all of the information presented to it and having had the opportunity for questions, the Board agreed unanimously to grant the application.

Action

Clerk to the Board

(ii) Application for Occasional Licence – 7 July 2018

Applicant: Caroline Allan, 217 Allanton Road, Allanton, Shotts, M17 5AQ

Premises: Alloa Town Hall, Marshall, Alloa, FK10 1AB

Event: Ultra White Collar Boxing Event – 7 July 2018

Attending

Mr Paul Fair, Licensing Standards Officer

The applicant did not attend.

The Board heard representation from the Licensing Standards Officer and had the opportunity to put questions to Mr Fair.

Motion

Having considered all of the information presented to it, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A (page 45) of the Licensing Standards Officer's report dated 15 June 2018.

Moved by Councillor George Matchett, QPM. Seconded by Councillor Martha Benny.

Decision

Having considered all of the information presented to it, and having had opportunity for questions, the Board agreed to grant the application subject to the conditions set out in Appendix A (page 45) of the Licensing Standards Officer's report dated 15 June 2018, 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 Licenced 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.
- At least once 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.
- The applicant must prepare an 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 to 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 STATEMENT OF LICENSING POLICY AND BIG LICENSING CONFERENCE

The report, submitted by the Clerk to the Licensing Board, updated members on the progress of the working group, invited the Board to give delegated authority to the group to prepare and issue a draft statement of licensing policy for consultation and updated the Board on the conference which the Chair and two officers attended on 1 June 2018.

Motion

That the Licensing Board agree to:-

1. Give delegated authority to the working group to prepare and issue for consultation a draft statement of licensing policy;
2. Note the progress made by the working group on preparing the draft statement of licensing policy; and
3. Note the summary of the key learning points from the Big Licensing conference which the Chair and two officers attended.

Moved by Councillor George Matchett, QPM. Seconded by Councillor Tina Murphy.

Decision

The Licensing Board unanimously agreed to :-

1. Give delegated authority to the working group to prepare and issue for consultation a draft statement of licensing policy;
2. Note the progress made by the working group on preparing the draft statement of licensing policy; and
3. Note the summary of the key learning points from the Big Licensing conference which the Chair and two officers attended.

7.0 AOCB

None.

Ends 1000 hours

