



MINUTES OF MEETING of the CLACKMANNANSHIRE LICENSING BOARD held within the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on TUESDAY 19 MARCH 2019 at 9.30 am.

PRESENT

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

IN ATTENDANCE

June Andison, Licensing Administrator
Andrew Crawford, Team Leader, Environmental Health and Licensing
Lindsay Thomson, Senior Service Manager, Partnership & Performance (Clerk to the Board)
Gillian White, Committee Services

1.0 APOLOGIES

Apologies were received from Councillor Donald Balsillie, Councillor Les Sharp, Councillor Dave Clark and Paul Fair, Licensing Standards Officer

2.0 DECLARATIONS OF INTEREST

None.

3.0 MINUTES OF MEETING OF CLACKMANNANSHIRE LICENSING BOARD HELD ON 26 FEBRUARY 2019

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 26 February 2019 were submitted for approval.

Decision

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 26 February 2019 were agreed as a correct record and signed by the Chair.

4.0 LICENSING (SCOTLAND) ACT 2005

(i) Applications for Personal Licence Renewals with Refresher Training – Granted Under Delegated Powers

A list of applications numbered 1-3 (inclusive) for personal licence renewals with refresher training which had been granted under delegated powers was put before the Board for information only.

Decision

The Board agreed to note that the applications for personal Licence renewals, with refresher training, numbered 1-3 (inclusive) had been granted under delegated powers.

(ii) REVOCATION OF PERSONAL LICENCES

The Licensing (Scotland) Act 2005 prescribes that all personal licence holders must undergo mandatory training in a form prescribed by the Scottish Ministers no later than 3 months following the period beginning 5 years from the date that the personal licence was issued. For Personal Licences that were issued between May 2013 and October 2013 the holder had until between July 2018 and December 2018 to complete the mandatory refresher training, failing which the Board must revoke the licence.

Motion

To agree the recommendation as set out in the report.

Moved by Councillor Mike Watson. Seconded by Councillor George Matchett QPM.

Decision

The Board agreed to make a formal decision to revoke the personal licences set out in the table appended to the report in terms of section 87(3) of the Licensing (Scotland) Act 2005.

Action

Clerk to the Board

5.0 LICENSING (SCOTLAND) ACT 2005

(i) Application for Occasional Licence – 29 March 2019

Applicant: Gregory McMullan, The Royal Oak, Bedford Place, Alloa

Premises: Cochrane Hall, West Stirling Street, Alva, FK12 5JL

Event: 18th/70th Birthday Party – 29 March 2019

The Licensing Administrator circulated an e-mail from the applicant, Mr Greg McMullan, passing on his apologies that he was unable to attend the meeting of the Board. He also stated that he had no issues with the conditions proposed to be added to the licence should it be granted.

Attending

Mr Andrew Crawford, Team Leader, Environmental Health & Licensing

PC Claire MacKenzie, Police Scotland

The Board heard representations from the Team Leader, Environmental Health and Licensing and Police Scotland and had the opportunity to put questions to them both.

Motion

Having considered all of the information presented to it and having had the opportunity for questions, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A of the Licensing Standards Officer's report dated 6 March 2019.

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

Decision

Having considered all of the information presented to it and having had opportunity for questions, the Board agreed unanimously to grant the application subject to the conditions set out in Appendix A of the Licensing Standards Officer's report dated 6 March 2019, namely:

- 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.
- 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.
- 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.
- All persons over the age of 18 years of age and who have satisfied the terms of the "Challenge 25" age verification process mentioned by the applicant in his application will be fitted securely with a tamper proof wrist band. Alcohol will not be sold to any person not wearing such a wrist band.

Action

Clerk to the Board

(ii) Application for Occasional Licence – 30 March 2019

Applicant: Caroline Allan

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

Event: Ultra White Collar Boxing Event – 30 March 2019

Attending

Mr Andrew Crawford, Team Leader, Environmental Health & Licensing

PC Claire MacKenzie, Police Scotland

The Board heard representations from the Team Leader, Environmental Health and Licensing and had the opportunity to put questions to him. Police Scotland made no objection to the application.

Motion

Having considered all of the information presented to it and having had the opportunity for questions, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A of the Licensing Standards Officer's report dated 6 March 2019.

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

Decision

Having considered all of the information presented to it and having had opportunity for questions, the Board agreed unanimously to grant the application subject to the conditions set out in Appendix A of the Licensing Standards Officer's report dated 6 March 2019, 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 licence Holder can be consumed at the event.

- A minimum number 8 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.
- 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.
- 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 or 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 staff trained 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 licensed hours.
- A full list of 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 AOCB

None.

Ends 9.45 am