



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

**THIS PAPER RELATES TO
ITEM 5(i)
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: **19/00525/OCCLIC**

Date: **28 August, 2019**

Subject: **Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application - Craig Stewart
Live Music Night – 12 October, 2019
Alloa Town Hall, Marshill, 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 large scale music event which is likely to result in a near capacity attendance at the venue (approximately 350-450 persons). The event is described as a band night featuring a Billy Joel tribute Group.
2. The event is to be licensed between 6.30pm and Midnight on Saturday 12 October, 2019
3. The application seeks consent for young persons to be able to attend the event in the company of an adult.
4. SIA Licensed Stewards will be on duty at the event.
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. The applicant advises me that the imposition of conditions on the licence which would control the following matters causes him no difficulty.
 - 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
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. The applicant has suitable age verification measures in place to prevent the sale of alcohol to persons under 18 years of age.
14. I have no concerns about this event.

Paul Fair

Licensing Standards Officer.

Live Band Night - Alloa Town Hall – 12 October, 2019

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.
- A sufficient number of SIA Licensed Stewards (at least 6) 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. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area in relation to the safety and wellbeing of children and young persons attending the event
- 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.
- As part of the Age verification Policy the applicant should utilise a secure and tamper proof wrist band system to identify those that are over 18, and that have provided evidence of their age, where they appear to be under 25 years of age.
- 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.

Ps 12/8/19

Alloa Town Hall

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Licensing Board

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|-----------------|-----------------|
| DATE OF EVENT | 12 October 2019 |
| LICENCE NO | 19/00525/occhic |
| TO POLICE & WEB | 9 August 2019 |

16 2019
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Application for an Occasional Licence

LSO REPORT
HVE MUSIC EVENT.

To:

**Clerk to the Licensing Board
Clackmannanshire Council
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.

| | |
|--|---|
| ALLOA TOWN HALL - SATURDAY 12TH OCTOBER, 2019 - BILLY JOEL EXPERIENCE | |
| 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 | THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 - CLACKS COUNCIL |
| Licence number and Issuing Licensing Board (if applicable) | N/A |
| Personal licence number (if applicable) Issuing Licensing Board | CC102 - CLACKS COUNCIL |



Licensing Board

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|---|---|-----------------------|----------------|
| 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 | |
| 2. Personal Details | | | |
| Full Name | Surname | First Name | |
| | STEWART | CRAIG | |
| Address where ordinarily resident to be used for correspondence purposes. | THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ | | |
| Telephone Number | [REDACTED] | | |
| Email Address | [REDACTED] | | |
| Age, Date & Place of Birth | Years | Date of Birth | Place of Birth |
| | [REDACTED] | [REDACTED] | [REDACTED] |
| 3. The Premises (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, 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) A FANTASTIC EXPERIENCE OF BILLY JOEL AND SUPPORT GROUPS AT THE TOWN HALL .THIS WILL BE AN EVENING FOR BILLY JOEL FANS AND MUSIC LOVERS. THIS WILL BE A PLASTIC BAR AND A STRICT CHALLENGE 25 POLICY WILL BE IN PLACE. FOR MORE DETAILS, CONTACT ALAN STEWART ON: [REDACTED] | | | |
| Approximately how many persons will attend event ? | | 350-450 | |
| Will Stewards to be provided ? | | Yes | |
| Is food to be provided at the event | | No | |



Licensing Board

If Yes - please provide details

4. Duration of Licence

| Start Time and Date | End Time and Date |
|---|---|
| 18.30PM – SATURDAY 12 TH OCTOBER, 2019 | 00.00PM – SUNDAY 12 TH OCTOBER, 2019 |

5. Alcohol Consumption

| | |
|--|--|
| 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 required when alcohol will be sold on/off* the premises *delete as appropriate | |
| Times for sale of alcohol for consumption - On premises | Times for sale of alcohol for consumption - Off premises |
| 18.30PM-00.00PM | 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 TO THE EVENT WILL OPEN AT APPROXIMATELY 18.30PM, WITH THE SHOW STARTING AT 20.00PM. THE SHOW WILL LAST A COUPLE OF HOURS . THIS IS A TICKET EVENT SOLD FROM TICKET SCOTLAND. WE SHALL HAVE 6 DOORMEN IN ATTENDANCE POSSIBLY MORE DEPENDING ON TICKETS SOLD. IT IS EXPECTED THAT THE MAJORITY OF THE CROWD SHALL DEPART THE VICINITY SOON AFTERWARDS.

THERE WILL BE A STRICT CHALLENGE 25 POLICY IN PLACE.

ALL DRINKS SHALL BE DECANTED IN TO PLASTIC CONTAINERS, WITH THE BAR CLOSING AS SOON AS THE SHOW ENDS. THE HALL SHALL BE CLEARED BY 00.00AM. ALL CHILDREN UNDER THE AGE OF 18 WILL HAVE TO BE ACCOMPANIED BY A PARENT OR SUITABLE GUARDIAN



Licensing Board

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| 6. Children (This section must be completed where alcohol is for sale for consumption on the premises) | |
| Are children or young persons permitted entry? | YES |
| If Yes - the remainder of this section must be completed | |
| 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? | |
| Ages of Children of Young Persons Permitted Entry 16-17 YEARS OF AGE | Times at which Children or Young Persons Permitted Entry 18.30-00.00AM |
| Parts of Premises to which Children or Young Persons Permitted Entry ALL LICENCED AREAS ONLY | |
| 7. Signature and Declaration by Applicant | |
| 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 |  Dated 8 TH AUGUST, 2019 |

*** 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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| Checklist | |
| I have made or enclosed payment of the fee for the application | X |