



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

**THIS PAPER RELATES TO  
ITEM 5(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: **19/00550/OCCLIC**

Date: **16 September, 2019**

Subject: **Licensing (Scotland) Act, 2005, Section 57 (3)  
Occasional Licence Application - Craig Stewart  
Live Music Night – 18 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 Led Zeppelin tribute Group.
2. The event is to be licensed between 7:00pm and Midnight on Friday 18 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 – 18 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 27/8/19

ALLOA TOWN HALL

# Licensing Board

DATE OF EVENT	18/10/19
LICENCE NO	19/00550/CCCLIC
TO POLICE & WEB	26/8/19

LSO REPORT

## Application for an Occasional Licence

To:

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

PAID 22 AUG 2019  
V Ferguson

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.

<b>Alloa Town Hall, Friday 18<sup>th</sup> October 2019 LED – ZEPPELIN- EXPERIENCE</b>	
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

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	
<b>2. Personal Details</b>			
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		THEROYALOAK.ALLOA@GMAIL.COM	
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
	[REDACTED]	[REDACTED]	[REDACTED]
<b>3. The Premises (See note and answer fully)</b>			
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, BALCONY AREA AND TOILET AREAS			
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: Led-Zeppelin experience with support from local band Stormchaser. This shall be a full evening of live entertainment set in a gig atmosphere. It is a ticket only event , with door stewards attending. All alcohol and juices will be decanted into plastic containers. We have done a number of these events in the past and do not foresee any problems on the evening. Standing only downstairs 300 - 400 people depending on ticket sales.			
For more details contact event organiser Craig Stewart : [REDACTED]			




## Licensing Board

Approximately how many persons will attend event ?	300-400
Will Stewards to be provided ?	Yes
Is food to be provided at the event	No
If Yes - please provide details	
N/A	
<b>4. Duration of Licence</b>	
Start Time and Date	End Time and Date
19.00PM – Friday 18 <sup>th</sup> October, 2019	00.00AM – Friday 18 <sup>th</sup> October, 2019
<b>5. Alcohol Consumption</b>	
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 the premises	
Times for sale of alcohol for consumption - On premises	Times for sale of alcohol for consumption - Off premises
19.00pm – 00.00am	N/A
Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises	
<p>The doors will open at 7PM and ticket holders will be permitted entry. There will be a policy at the door where each ticket holder will receive a wrist band to show they are a genuine ticket holders. . Support band Stormchaser shall start around 7.30 with Led-Zeppelin experience following on. When the show is finished, the bar will close 15minutes later at most .Door stewards will be there until all ticket holders have vacated the building.</p> <p>We hope to have the hall cleared as quickly as possible when act is finished. Over 16's only. Anyone under 18 years of age to be accompanied by an adult or suitable person.</p>	



# Licensing Board

<b>6. Children</b> (This section must be completed where alcohol is for sale for consumption on the premises)			
Are children or young persons permitted entry?		YES	
<b>If Yes - the remainder of this section must be completed</b>			
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		Times at which Children or Young Persons Permitted Entry	
16 & 17 Years of age		19.00 - Close	
Parts of Premises to which Children or Young Persons Permitted Entry Foyer downstairs area and toilets.			
<b>7. Signature and Declaration by Applicant</b>			
<b>DECLARATION</b>			
<b>IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</b>			
(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	25th 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

Checklist	
I have made or enclosed payment of the fee for the application	<b>X</b>