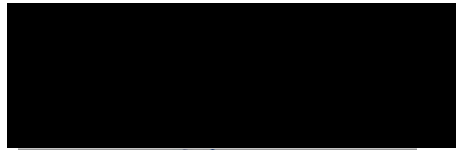




NOTICE OF MEETING

1 November 2019

A MEETING of the CLACKMANNANSHIRE LICENSING BOARD will be held within the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on TUESDAY 12 NOVEMBER 2019 at 9.30 am.



LINDSAY THOMSON
Clerk to the Clackmannanshire Licensing Board

	Page No
1. Apologies	--
2. Declarations of Interest	--
Elected Members are reminded of their obligation to declare any financial or non-financial interest which they may have in any item on this agenda in accordance with the Councillors' Code of Conduct. A Declaration of Interest Form should be completed and passed to the Committee Services Officer.	
3. Confirm minutes of Clackmannanshire Licensing Board held on 1 October 2019 (Copy herewith)	05
4. Licensing (Scotland) Act 2005:	
(i) Applications for Personal Licences – Granted Under Delegated Powers (For Information only) (Copy herewith)	11
(ii) Application for Transfer of Licence – Granted Under Delegated Powers (For Information only) (Copy herewith)	13
5. Licensing (Scotland) Act 2005	
(i) Application for Variation of Licence (Non Minor) (Copies herewith)	15
Premises: Inglewood Store, 1 Woodburn Drive, Alloa, FK10 2HL	
Applicant: Zubeda Din	

(ii)	Application for Occasional Licence (Copies herewith)	31
	Premises: Alloa Town Hall, Marshill, Alloa, FK10 1AB	
	Applicant: Craig Stewart	
	Event: Jocky Wilson Cup – Darts Competition – 30 November 2019	
(iii)	Application for Personal Licence – Notice in Terms of Section 73(3)(c) of the Licensing (Scotland) Act 2005 received from Police Scotland (Copies herewith)	41
6.	AOCB	--

Clackmannanshire Licensing Board – Board Members 9 (Quorum 5)

Councillors

Wards

Councillor	Kenneth Earle (Convenor)	4	Clackmannanshire South	LAB
Councillor	Mike Watson (Vice Convenor)	3	Clackmannanshire Central	CONS
Councillor	Martha Benny	2	Clackmannanshire North	CONS
Councillor	Dave Clark	2	Clackmannanshire North	LAB
Councillor	Craig Holden	4	Clackmannanshire South	SNP
Councillor	Helen Lewis	2	Clackmannanshire North	SNP
Councillor	George Matchett, QPM	1	Clackmannanshire West	LAB
Councillor	Tina Murphy	1	Clackmannanshire West	SNP
Councillor	Les Sharp	1	Clackmannanshire West	SNP

The quorum for the Board by virtue of Schedule 1 paragraph 12(1) of the Licensing (Scotland) Act 2005 is 5 members



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

PRESENT

Councillor Kenneth Earle (Convenor)
Councillor Martha Benny
Councillor Craig Holden
Councillor George Matchett, QPM
Councillor Tina Murphy

IN ATTENDANCE

Paul Fair, Licensing Standards Officer
Anne McPherson, Business Support Officer, Licensing
Lindsay Thomson, Senior Service Manager, Partnership & Performance (Clerk to the Board)
Gillian White, Committee Services

1.0 APOLOGIES

Apologies were received from Councillor Dave Clark, Councillor Les Sharp, Councillor Helen Lewis and Councillor Mike Watson.

2.0 DECLARATIONS OF INTEREST

None

3.0 MINUTES OF MEETING OF CLACKMANNANSHIRE LICENSING BOARD HELD ON 3 SEPTEMBER 2019

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 3 September 2019 were submitted for approval.

Decision

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 3 September 2019 were agreed as a correct record and signed by the Convenor.

Agenda items 4(i) to 4(iv) were put before the Board for information only as they had been granted under delegated powers. Items 4(i) to 4(iv) were considered together as one item.

4.0 LICENSING (SCOTLAND) ACT 2005

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

A list of applications numbered 1-4 (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 Personal Licence applications numbered 1-4 (inclusive) had been granted under delegated powers.

(ii) Application for Personal Licence with Refresher Training – Granted Under Delegated Powers

An Application for a personal licence 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 Personal Licence with Refresher Training application had been granted under delegated powers.

(iii) Applications for Variation of Licence (Minor) – Granted Under Delegated Powers

A list of applications (6 premises) for variation of licence (minor) which had been granted under delegated powers was put before the Board for information only.

Decision

The Board agreed to note that the six applications for variation of licence (minor) had been granted under delegated powers.

(iv) Application for Transfer of Licence – Granted Under Delegated Powers

An application for transfer of licence which had been granted under delegated powers was put before the Board for information only.

5.0 LICENSING (SCOTLAND) ACT 2005 – OCCASIONAL LICENCE APPLICATIONS

(i) Application for Occasional Licence – 12 October 2019

Applicant: Craig Stewart, Royal Oak, 7 Bedford Place, Alloa, FK10 3DE

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

Event: Live Music Event – 12 October 2019

Attending

Mr Paul Fair, Licensing Standards Officer

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

Motion

Having considered all of the information presented to it and having had opportunity for questions, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A (page 21) of the Licensing Standards Officer's report dated 28 August 2019.

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

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 (page 21) of the Licensing Standards Officer's report dated 28 August 2019, namely:

- All alcohol and other drinks must be sold in or 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 Licenced 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 licenced 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 10 am the following morning.

Action

Clerk to the Board

(ii) Application for Occasional Licence – 18 October 2019

Applicant: Craig Stewart, Royal Oak, 7 Bedford Place, Alloa, FK10 3DE

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

Event: Live Music Event – 18 October 2019

Attending

Mr Paul Fair, Licensing Standards Officer

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

Motion

Having considered all of the information presented to it and having had opportunity for questions, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A (page 29) of the Licensing Standards Officer's report dated 16 September 2019.

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

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 (page 29) of the Licensing Standards Officer's report dated 16 September 2019, namely:

- All alcohol and other drinks must be sold in or 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 Licenced 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 licenced 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 10 am the following morning.

Action

Clerk to the Board

(iii) Applications for Occasional Licences – 26 October and 9 November 2019

Applicant: Caroline Allan

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

Event: Ultra Mixed Martial Arts (MMA) and Ultra White Collar Boxing
26 October and 9 November 2019

Attending

Mr Paul Fair, Licensing Standards Officer

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

Motion

Having considered all of the information presented to it and having had opportunity for questions, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A (page 37) of the Licensing Standards Officer's report dated 16 September 2019.

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

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 (page 37) of the Licensing Standards Officer's report dated 16 September 2019, namely:

- All alcohol and other drinks must be sold in or 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 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 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 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

(iv) Applications for Occasional Licences – 16 November 2019

Applicant: Vincent Coyle

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

Event: Mixed Martial Arts (MMA) / Boxing Event - 16 November 2019

Attending

Mr Paul Fair, Licensing Standards Officer

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

Motion

Having considered all of the information presented to it and having had opportunity for questions, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A (page 51) of the Licensing Standards Officer's report dated 18 September 2019.

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 unanimously to grant the application subject to the conditions set out in Appendix A (page 51) of the Licensing Standards Officer's report dated 18 September 2019, namely:

- All alcohol and other drinks must be sold in or supplied to the customer in, or decanted into, plastic or polycarbonate bottles and drinking vessels. This includes all drinks originally contained within metal cans.
- 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. 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 trained staff (trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007) will be 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 licenced hours.
- Except when competing, all Children and Young Persons must remain in the company of an adult over the age of 18 years of age and must remain in either the changing rooms or in the upper balcony area for the duration of the event.
- No alcohol is to be taken into or consumed within the changing rooms, balcony, foyer, stairwells, upper landings or toilets.
- A written age verification policy for use at the event must be prepared by the licence holder and supplied to the Licensing Board or Licensing Standards Officer at least 72 hours prior to the event. This policy must form part of a briefing for staff and stewards.
- All staff authorised to sell alcohol at the event and all stewards on duty at the event must be briefed prior to the commencement of the event in relation to the terms and conditions of the Occasional Licence, in particular in relation to the local conditions attached thereto.
- No glass or other forms of waste likely to produce excessive noise will be disposed of in the external bins at the premises after 9 pm and before 10am the following morning.
- Full particulars (Name, Date of Birth and SIA Badge Number) 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.

Action

Clerk to the Board

6.0 AOCB

None

Ends: 09.44 hrs

**THIS PAPER RELATES TO
ITEM 4i
ON THE AGENDA**

CLACKMANNANSHIRE LICENSING BOARD

MEETING 12 November 2019 at 09:30am

The Council Offices, Kilncraigs, Alloa, FK10 1EB

Licensing (Scotland) Act 2005

Personal Licence(s) Grant

No.	Applicant	Date Received	Comments
1.	Lorna Graham	02 September 2019	Personal Licence granted under delegated powers
2.	Zubeda Din c/o GNE Consultancy 47 Wallace Brae Drive Reddingmuirhead Falkirk FK2 0FB	02 September 2019	Personal Licence granted under delegated powers
3	Sadia Nazar c/o GNE Consultancy 47 Wallace Brae Drive Reddingmuirhead Falkirk FK2 0FB	02 September 2019	Personal Licence granted under delegated powers
4.	Gary Lewis McPhee	05 October 2019	Personal Licence granted under delegated powers
5.	Mark Douglas Williamson	07 October 2019	Personal Licence granted under delegated powers
6.	Oliver John Graham	07 October 2019	Personal Licence granted under delegated powers
7.	Brian King	07 October 2019	Personal Licence granted under delegated powers

8.	David Westland	07 October 2019	Personal Licence granted under delegated powers
9.	Sharon Francis c/o c/o GNE Consultancy 47 Wallace Brae Drive Reddingmuirhead Falkirk FK2 0FB	07 October 2019	Personal Licence granted under delegated powers
9	Laura Michelle Fyall c/o Morton Fraser LLP Quarter Mile 2 Lister Square Edinburgh EH3 9GL	07 October 2019	Personal Licence granted under delegated powers

**THIS PAPER RELATES TO
ITEM 4ii
ON THE AGENDA**

CLACKMANNANSHIRE LICENSING BOARD

MEETING 12 November 2019 at 09:30am in

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

Licensing (Scotland) Act 2005

Transfer(s)

No.	Premises	Transferee	Date Received	Comments
1.	Premier Main Street East Menstrie FK11 7BL	Scottish Midland Co-operative Society Ltd Hillwood House 2 Harvest Drive Newbridge EH28 8QJ	12 September 2019	Transfer of Premises Licence granted under delegated powers. No representations/ objections received.

**THIS PAPER RELATES TO
ITEM 5i
ON THE AGENDA**

CLACKMANNANSHIRE LICENSING BOARD

MEETING 12 November 2019 at 09.30am in

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

Licensing (Scotland) Act 2005

Variation(s) (Non Minor)

Premises	Applicant	Date Received	Comments
Inglewood Store 1 Woodburn Drive Alloa FK10 2HL	Zubeda Din [REDACTED] [REDACTED] [REDACTED]	08 August 2019	Variation to Operating Plan to include:- Change to premises layout with an increase in the alcohol display area from 13.39 sq metres to 14.39 sq metres Application (copy attached) No objections/representations received

Previous lic # CC/0007



APPLICATION FOR VARIATION OF PREMISES LICENCE

Licensing (Scotland) Act 2005, Section 29

To:

Clerk to the Licensing Board
Kilncraigs
Greenside Street
Alloa
FK10 1EB

If you are Completing this Form by Hand, Please Write Legibly in Block Capitals using **BLACK INK**. Please Ensure the Completed Application is Signed by the Applicant, Dated and Returned to the Above Address along with the Fee and the Original Licence or a Statement of Reasons as to why the Original Licence Cannot be Produced.

APPLICANT INFORMATION

Question 1

Name, Address, Postcode and Licence Number of Premises.

<p>ZUBEDA BIN KEYSTORE MORE INGUEWOOD STURE 1. WOODBURN DRIVE ALLOA FK10 2HL</p>
--

Question 2

Full Name, Address, Postcode, Telephone Number and Email Address of the Current Licensee or the Applicant if Different.

--	--

DETAILS OF VARIATION

Question 3

Brief Details of Variation (Continue on Separate Sheet if Necessary)

After major refit.. the layout of the store has dramatically changed from plan (A) to plan (B).

This increases the amount of "chilled" space and increases the overall licenced space from 13.39sqmtrs to 14.39sqmtrs
All spirits are inaccessible and have a separate security shutter in place.

OPERATING PLAN

Question 4

Do you Propose to Vary any of the Information Within the Operating Plan Contained in the Licence?

YES/NO

If Yes Please Complete and submit New Operating Plan to include the Proposed Variations.

LAYOUT PLAN

Question 5

Do you Propose a Variation to the Layout Plan Contained in the Licence?

YES/NO

If Yes Please Supply **6 Copies** of the New Layout Plan Conforming to Paragraph 5 of The Premises Licence (Scotland) Regulations 2007.

CONDITIONS

Question 6

Do you propose a variation to any of the conditions to which the licence is subject?

YES/NO

If Yes please give details of the proposed variation below

Please Note That You Cannot Vary any Condition Which Is on Your Licence By Virtue Of Section 27(1) Of The Licensing (Scotland) Act, 2005 (Mandatory Conditions).

PREMISES MANAGER

Question 7

If you Propose to Vary the Information Contained in the Licence Relating to the Premises Manager . Please Provide the following information.

Name, Address and Personal Licence Details (Number and Issuing Board) of the Existing Premises Manager

If only the existing Premises Manager's Personal Details have Changed Please Provide details

If there is a Change of Premises Manager Please Provide the following:-.

Name and Address of the Proposed Premises Manager

Date and Place of Birth of the Proposed Premises Manager

Email Address and Telephone Number of the Proposed Premises Manager

Personal Licence

Date of Issue	Name of Licensing Board Issuing	Reference No. Of Personal Licence

Is the Variation Relating to the change of Premises Manager to Take Effect During the Application Period

YES/NO

If the Answer to the Above Question is NO Please Provide Below the Date the Variation is to Take Effect.

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If Signing on Behalf of the Applicant Please State in What Capacity.

The Contents of This Application Are True to the Best of my Knowledge and Belief.

Signature * (See Note Below)

Date 11-7-2019

Capacity APPLICANT/AGENT
(Delete as appropriate)

Telephone Number and Email Address of Signatory

..... 0

*** 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

Clackmannanshire Licensing Board has a duty to protect public funds that it administers and may use this information for the prevention and detection of fraud. For more details, please contact The Councils, Senior Auditor, on telephone number 01259 452047

Checklist	
Fee enclosed	
Application signed/dated	
Original Licence enclosed or a Statement of reasons for failing to produce the Licence	
New Operating Plan Enclosed	
<input checked="" type="checkbox"/> New Layout Plan Enclosed	



OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

1(a) Will alcohol be sold for consumption solely ON the Premises?	YES /NO*
1(b) Will alcohol be sold for consumption solely OFF the Premises?	YES/ NO *
1(c) Will alcohol be sold for consumption both ON and OFF the Premises?	YES /NO*
*Delete as appropriate	

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

DAY	ON CONSUMPTION	
	OPENING TIME	TERMINAL HOUR
MONDAY	N/A	N/A
TUESDAY	N/A	N/A
WEDNESDAY	N/A	N/A
THURSDAY	N/A	N/A
FRIDAY	N/A	N/A
SATURDAY	N/A	N/A
SUNDAY	N/A	N/A

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION OFF PREMISES

DAY	OFF CONSUMPTION	
	OPENING TIME	TERMINAL HOUR
MONDAY	10 am	10 pm
TUESDAY	10 am	10 pm
WEDNESDAY	10 am	10 pm
THURSDAY	10 am	10 pm
FRIDAY	10 am	10 pm
SATURDAY	10 am	10 pm
SUNDAY	10 am	10 pm

Question 4

SEASONAL VARIATIONS

Does the Applicant intend to operate according to Seasonal Demand	YES/NO*
---	---------

*If YES – provide details

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 5(a) Activity	COL. 2 Please Confirm YES/NO	COL. 3 To Be Provided During Core Licensed Hours Please Confirm YES/NO	COL. 4 Where Activities Are Also to Be Provided Outwith Core Licensed Hours Please Confirm YES/NO
Accommodation		N/A	N/A
Conference Facilities	No.		
Restaurant Facilities	No		
Bar Meals	No		
5(b) Activity	Please Confirm	To Be Provided	Where Activities Are
Social Functions Including:	YES/NO	During Core Licensed Hours Please Confirm YES/NO	Also to Be Provided Outwith Core Licensed Hours Please Confirm YES/NO
Receptions Including Wedding, Funerals, Birthdays, Retirements Etc.	No		
Club of Other Group Meetings etc.	No.		
5(b) Activity	Please Confirm	To Be Provided	Where Activities Are
Entertainment Including:	YES/NO	During Core Licensed Hours Please Confirm YES/NO	Also to Be Provided Outwith Core Licensed Hours Please Confirm YES/NO
Recorded Music – see 5(g)	No		
Live Performance – See 5(g)	No		
Dance Facilities	No		
Theatre	No		

Films	No		
Gaming	No		
Indoor/Outdoor Sports	No		
Televised Sport	No		
5(d) Activity	Please Confirm YES/NO	To Be Provided During Core Licensed Hours Please Confirm YES/NO	Where Activities Are Also to Be Provided Outwith Core Licensed Hours Please Confirm YES/NO
Outdoor Drinking Facilities	No.		
5(e) Activity	Please Confirm YES/NO	To Be Provided During Core Licensed Hours Please Confirm YES/NO	Where Activities Are Also to Be Provided Outwith Core Licensed Hours Please Confirm YES/NO
Adult Entertainment*	No		

* Adult Entertainment means any form of entertainment which-
(a) involves a person performing an act of an erotic or sexually explicit nature; and
(b) is provided wholly or mainly for the sexual gratification or titillation of the audience

Where you have answered **YES** in respect of any entry in Column 4 above, please provide further details below

5(f) Any Other Activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below

--

5(g) Late Night Premises Opening after 1.00am

Where You Have Confirmed That You Are Providing Live or Recorded Music Will The Decibel Level Exceed 85dB	YES /NO*
---	---------------------

When Fully Occupied Are There Likely To Be More Customers Standing Than Seated	YES /NO*
*Delete As Appropriate	

Question 6 (On-Sales only)

CHILDREN AND YOUNG PERSONS

6(a)	When Alcohol Is Being Sold For Consumption On The Premises Will Children Or Young Persons Be Allowed Entry	YES/NO*
	N/A	

6(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry

N/A

6(c) Provide Statement Regarding the **AGES** of children or Young Persons to be Allowed Entry

N/A

6(d) Provide Statement Regarding the **TIMES** During Which Children and Young Persons will be Allowed Entry

N/A.

6(e) Provide Statement Regarding the **PARTS** of the Premises to Which Children and Young Persons Will Be Allowed Entry

N/A

Question 7

CAPACITY OF PREMISES

What is the Proposed Capacity of the Premises to Which This Application Relates?

N/A

Question 8

PREMISES MANAGER (NOTE Not Required Where Application is For Grant of Provisional Premises Licence)

Personal Details

8(a) Name

ZUBEDA DIN

8(b) Date of Birth

[REDACTED]

8(c) Contact Address

[REDACTED]

8(d) Email Address

[REDACTED]

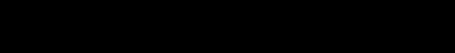
8(e) Personal Licence

Date of Issue	Name of Licensing Board Issuing	Reference No. Of Personal Licence
1 SEPTEMBER 2009	CLACKMANNANSHIRE LICENSING BOARD	CC242

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If Signing on Behalf of the Applicant Please State in What Capacity.

The Contents of This Operating Plan Are True to the Best of my Knowledge and Belief.

Signature  * (See Note Below)

Date 7-8-2019

Capacity APPLICANT/AGENT (Delete as appropriate)

Telephone Number and Email Address of Signatory

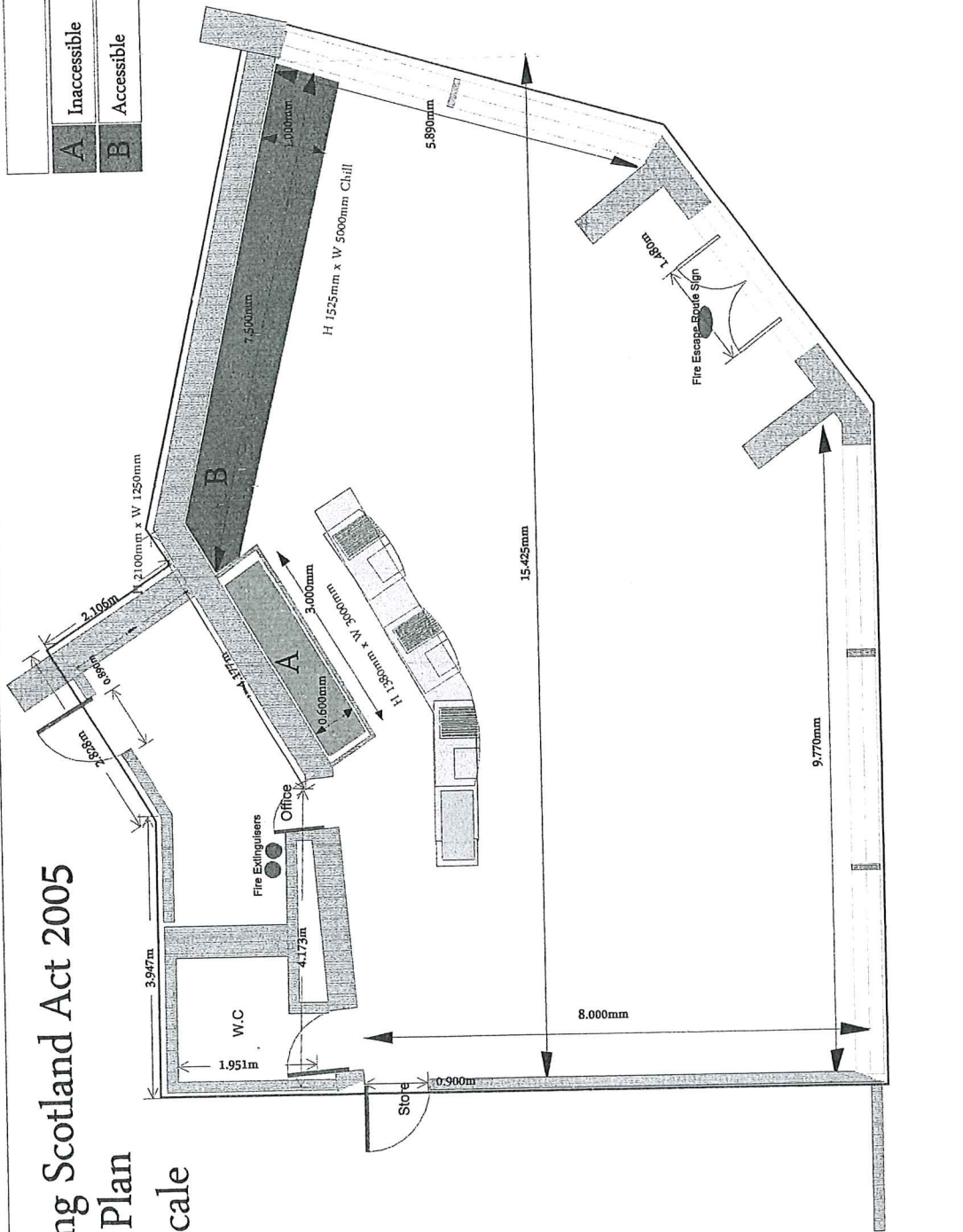
.....
.....
.....

*** 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

Licensing Scotland Act 2005
 Layout Plan
 1:100 Scale

Licensed Space		
A	Inaccessible	W 3000mm x D 600mm 1.800 m ²
B	Accessible	W 7500mm x D 1000mm 7.500 m ²
Max Height 2200mm		



THORNE ROAD

J.W.FILSHILL LTD
 AINSLIE AVENUE
 HILLINGTON PARK
 GLASGOW G52 4HE
 T: 0141 883 7071
 WWW.FILSHILL.CO.UK

CLIENT / ADDRESS

Zubeda Din
 1 Woodburn Drive
 Alloa, FK10 2HL

Drawing Information:

REFERENCE :	Zubeda01.Fp3
DATE DRAWN :	17/10/17
DATE REVISED :	29/07/19
DRAWING BY :	Roy Williams
	07809 903501 roy.williams@filshill.co.uk

ALL PLANS AND QUOTATIONS REMAIN THE PROPERTY OF THE DESIGNER, WHO RETAINS ALL COPYRIGHTS. NO SHOP PLAN OR SHELVING ELEVATION EXAMPLE MAY BE COPIED OR USED AS A BASIS FOR QUOTATION BY OTHER PERSONS OR COMPANIES, WITHOUT THE WRITTEN PERMISSION OF THE DESIGNER OR COMPANY PROPRIETER.

Keystore

**THIS PAPER RELATES TO
ITEM 5ii
ON THE AGENDA**

CLACKMANNANSHIRE LICENSING BOARD

MEETING 12 November 2019 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 FK10 1AB	Craig Stewart Royal Oak 7 Bedford Place Alloa FK10 3DE	12 October 2019	Application, LSO Report (copies attached) Applicant responded will comply with the recommendations Police Scotland response no objection 24 September 2019



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

Memo

**To: The Clerk to the Licensing Board
Kilncraigs
Alloa
FK10 1EB**

**From: Paul Fair
Licensing Standards Officer**

Extension: 2091

Email: pfair@clacks.gov.uk

Our Ref: PF/LSO/OL/REP

Your Ref: 19/00604/OCCLIC

Date: 14 October, 2019

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application - Craig Stewart
Jocky Wilson Cup – Darts Competition – 30 November 2019
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 Officer is provided with a copy of the application.

Having considered the content of the application I have the following comments to make:

1. The application relates to the annual Jocky Wilson Cup Darts Competition which is likely to result in a significant attendance at the venue (approximately 400 -450 persons).
2. The event is to be licensed between 11:00am and 9:00pm on Saturday 30 November 2019.
3. The applicant has requested that Children and young persons (the lower age limit is specified as 12 years of age) be permitted to attend this event. The applicant is familiar with the steps that are necessary to ensure that there is full compliance with the Protecting Children from Harm licensing Objective.
4. The applicant is seeking consent to allow 16 and 17 years olds (Young Persons) consent to be in the main hall of the venue for the duration of the event, so long as they are accompanied by a parent or suitable guardian.
5. The premises are suitable for an event of this nature.
6. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.

7. 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.
8. There will at least one personal licence holder present and authorising the sale of alcohol at the event. The applicant is a personal licence holder and will be working at the venue for the duration of the event.
9. In the event that the Board choose to grant this application, in promoting the licensing objectives, in particular the protecting children and young persons from harm licensing objective, I would suggest that the following matters are those which would be best controlled by conditions on the licence.
 - Use of plastic or polycarbonate Bottles and drinking vessels. (applicant has previously stated on the application that this will occur, however it has not be mentioned on this application)
 - Sufficient SIA Licensed Stewards (applicant indicates there will be 8 Stewards working at the event)
 - Personal Licence Holder on premises for duration of event.
 - Only trained staff permitted to make sales of alcohol.
 - Any entertainment provided (including the playing of darts) to finish at least 15 minutes before the end of the licensed period
 - Stewards to be properly briefed in accordance with the licensing objectives and any local conditions applied to the licence.
13. I have attached a list of suggested local conditions that the Board may wish to consider for use at this event (See appendix A). In the event that the Licensing Board feel additional conditions are required they may also wish to refer to the pool of conditions contained within the Statement of Licensing Policy 2018-2023.

Paul Fair

Licensing Standards Officer.

Appendix A - Suggested Local Conditions

Jocky Wilson Darts Competition – 30 November, 2019, Alloa Town Hall

- All alcohol must be sold and supplied to the customer in or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcoholic drinks sold at the event by the Licensee can be consumed at the event.
- At Least 8 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. 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 trained staff will be permitted to make sales of alcohol
- Any music or other entertainment must cease at no later than 22:30hrs
- All Children and young persons must remain in the company of a parent or other formal guardian over the age of 18 years of age.
- All Children and Young Persons* must remain in the upper Balcony area for the duration of the event. Except when that child or young persons is participating in a darts match. (*** The Board may wish to amend this condition to allow for the request relating to Young Persons contained within the application.**)
- No Alcohol is to be taken to or consumed in the Balcony, foyer, stairwells, upper landings or toilets.
- A full briefing document detailing the terms of the licence, including local conditions and all measures to be put in place by the applicant to ensure compliance with the protecting children from harm licensing objective should be prepared and supplied to all Stewards on duty at the event. A copy of this Document should be made available to the Licensing Board and Licensing Standards Officer at least 7 days prior to the event.

PS 24/9/19

ALLOA TOWN HALL

Licensing Board

DATE OF EVENT	30/11/19
LICENCE NO	19/00604/OCCLIC
TO POLICE & WEB	24/9/19

19 SEP 2019 *canh*

Application for an Occasional Licence

OT/

LSO REPORT

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 30 TH NOVEMBER 2019 - JOCKY WILSON CUP	
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	
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	THEROYALLOAK.ALLOA@GMAIL.COM		
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
	[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, 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:			
THE ANNUAL JOCKY WILSON CUP BRINGING SOME OF THE GREATEST PLAYERS IN THE WORLD TO ALLOA TOWN HALL. WITH SCOTLAND VIA THE REST OF THE WORLD. FOR MORE DETAILS CONTACT DAVIE HANSON ON: 07872078715			
Approximately how many persons will attend event ?	400-450		
Will Stewards to be provided ?	Yes		
Is food to be provided at the event	Yes		
If Yes - please provide details			



Licensing Board

YES – THE ROYAL OAK SHALL BE PROVIDING FOOD ALL DAY FROM THE KITCHEN, FROM SNACKS AND ROLLS TO FULL MEALS

4. Duration of Licence

Start Time and Date	End Time and Date
11.00am – SATURDAY 30 TH NOVEMBER 2019	21.00PM – SATURDAY 30 TH NOVEMBER 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 the premises.	
Times for sale of alcohol for consumption - On premises	Times for sale of alcohol for consumption - Off premises
11.00AM – 21.00PM	N/A

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

THERE WILL BE AN EARLY ENTRY FOR VIP TICKET HOLDERS TO GET THE CHANCE TO MEET SOME OF THE DARTS PLAYERS.
 THE TOURNAMENT WILL START SHORTLY AFTER THIS
 THERE WILL BE AN INTERVAL DURING THE DAY WHERE THERE SHALL BE A CHARITY FUNDRAISING AUCTION. TIMES SHALL VARY SLIGHTLY THROUGH OUT THE DAY, BUT THE MATCH SHOULD BE WRAPPED UP BY ROUGHLY 20.30PM.
 THERE WILL BE A STRICT CHALLENGE 25 POLICY IN PLACE, AND UP TO 8 DOOR STEWARDS ON DUTY.
 ALL DRINKS WILL BE DECANTED IN TO PLASTIC CONTAINERS AND NO ALCOHOL WILL BE ALLOWED ON THE BALCONY AREA.
 OVER 16'S CAN ENTER THE MAIN HALL, BUT MUST BE ACCOMPANIED BY A PARENT OR SUITABLE GUARDIAN. ANYONE UNDER 16 MUST SIT ON THE BALCONY, AND LIKE WISE BE ACCOMPANIED BY A PARENT OR GUARDIAN.
 FOOD WILL ALSO BE AVAILABLE FOR PURCHASE FROM THE ROYAL OAK HOTEL STAFF
 WE AIM TO HAVE THE HALL COMPLETELY EMPTIED BY 21.00PM



Licensing Board

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 12-17 YEARS OF AGE		Times at which Children or Young Persons Permitted Entry 12.00PM-21.00PM	
Parts of Premises to which Children or Young Persons Permitted Entry ALL LICENCED AREAS IF 16 OR OVER IF SUPERVISED, BALCONY ONLY IF UNDER 16			
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	19 TH SEPTEMBER 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	X

**THIS PAPER RELATES TO
ITEM 5iii
ON THE AGENDA**

CLACKMANNANSHIRE LICENSING BOARD

MEETING 12 November at 09.30am in

The Council Offices. Kilncraigs, Alloa, FK10 1EB

Licensing (Scotland) Act 2005

Personal Licence(s)

No.	Applicant	Date Received	Comments
1	Tracy Brown	08 October 2019	Notice in Terms of Section 73(3)(c) of the Licensing (Scotland) Act 2005 received from Police Scotland. (copy of application and representation attached)

Licensing Board

PERSONAL LICENCE First Application or Renewal Application

Before completing this form please read the guidance notes at the end of the form.

If you are completing this form 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. Your Personal Details			
If relevant please enter details of any previous names or maiden names. Please continue on a separate sheet if necessary. Read Note 1.			
Full Name	Title	Surname	First Name
	MISS	BROWN	TRACY
National Insurance Number	[REDACTED]		
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
	[REDACTED]		
Home Address (Including Postcode)	[REDACTED]		
Telephone Number	Daytime	[REDACTED]	
	Evening	[REDACTED]	
Fax Number	[REDACTED]		
Email Address	[REDACTED]		
Address for Correspondence if different from above	GNE CONSULTANCY LTD 47 WALLACE BRAE DRIVE REDDINGMUIRHEAD FALKIRK FK2 0FB		

2. YOUR LICENSING QUALIFICATION		
Read Note 2.		
I hold an accredited qualification	YES <input checked="" type="checkbox"/>	NO
IF YOU HAVE TICKED YES PLEASE PROVIDE A COPY OF YOUR QUALIFICATION WITH YOUR APPLICATION		
3. FIRST APPLICATIONS ONLY		
This section should only be completed if you are submitting your first application to this Licensing Board. If answering YES to any question please provide details below.		
Note: YOU MAY ONLY HOLD ONE PERSONAL LICENCE AT A TIME		
Do you currently hold a personal licence?	YES	NO <input checked="" type="checkbox"/>
Do you currently have any outstanding applications for a personal licence with this or any other Licensing Board	YES	NO <input checked="" type="checkbox"/>
Has any personal licence held by you been forfeited in the last 5 years?	YES	NO <input checked="" type="checkbox"/>
Licensing Board		
Licence Number		
Date of Expiry		
Date of Issue		
Any Further Details		
4. RENEWAL ONLY		
This section should be completed only if you are applying for a renewal of your existing licence.		
Your personal licence must accompany your application for a renewal. If you are unable to send your personal licence, you must explain why you cannot do so in the box provided below		
DETAILS OF CURRENT PERSONAL LICENCE		
LICENSING BOARD	CHACKMAN AND STIRK	
LICENCE NUMBER	CC11	
DATE OF ISSUE	31 AUGUST 2009	
DATE OF EXPIRY	31 AUGUST 2019	
ANY FURTHER DETAILS	-	
If you cannot provide your personal licence, provide a statement explaining why		

Licensing Board



Clackmannanshire Council

www.clacksweb.org.uk

OTHER PERSONAL LICENCE					
Note: You may only hold one personal licence at a time					
I confirm that I do not hold any personal licences other than the one submitted for renewal			<table border="1"> <tr> <td>YES</td> <td>NO</td> </tr> </table>	YES	NO
YES	NO				
5. CHECKLIST					
I have			Please Tick Yes		
<ul style="list-style-type: none"> Enclosed two photographs of myself, one of which is endorsed as a true likeness of me by a person of standing in the community. Read note 3 					
<ul style="list-style-type: none"> Enclosed a copy of any licensing qualification I hold 					
<ul style="list-style-type: none"> Enclosed my current personal licence (renewal only) 					
<ul style="list-style-type: none"> Made or enclosed payment of the fee for the application 					
6. PREVIOUS CONVICTIONS					
You must provide details below of any conviction for a relevant or foreign offence that is not considered spent under the Rehabilitation of Offenders Act 1974. Please continue on a separate sheet if necessary. If you are declaring that you have no such convictions please write "none" Read note 4.					
OFFENCE	COURT	DATE	PENALTY		
NONE	N/A				
7. DECLARATION					
The contents of this application are true to the best of my knowledge and belief					
SIGNATURE (read note 5)			DATE		

PLEASE NOTE – 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))

NOTES

Information on the Licensing (Scotland) Act 2005 is available on the website of the Scottish Parliament
<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>

Clackmannanshire Licensing Board has a duty to protect public funds that it administers and may use this information for the protection and detection of fraud. For more details, please contact the Senior Auditor, on telephone number 01259 45000

1. Change of Name or Address

Section 88 of the Licensing (Scotland) Act 2005 requires that a personal licence holder must, no later than one month after any change in the licence holder's name or address give the Licensing Board which issues the licence notice of the change. It is an offence not to do so.

2. Licensing Qualifications

Licensing qualifications are dealt with in section 91 of Licensing (Scotland) Act 2005. In summary, to be eligible for a personal licence an applicant must be aged 18 or over and possess a licensing qualification, and no personal licence previously held by the applicant must have been revoked within the period of 5 years ending with the day on which the application was received by the Licensing Board.

3. Photographs

One of the photographs submitted with your application should be endorsed on the back. This endorsement should contain the words "I certify that this is a true likeness of "(name of applicant)", followed by the full name of the person endorsing the photograph.

4. Convictions

Section 75 of the Act places a duty on an applicant for a personal licence to notify the Licensing Board if he or she has been convicted of any relevant or foreign offence during the time between making the application and the application being determined by the Licensing Board. Furthermore, section 82 of the Act requires personal licence holders to notify their Licensing Board of any convictions for relevant or foreign offences within one month of the licence holder being convicted.

5. 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.