

PS
9/7/2020

HILLFOOTS RUGBY FOOTBALL CLUB

CLACKMILL LICENSING	DATE OF EVENT	14-27 JULY 2020
	LICENCE NO	20/00227/OCCMC
	TO POLICE & WEB	9/7/2020

APPLICATION FOR OCCASIONAL LICENCE

THIS PAPER RELATES TO
ITEM 3b
ON THE AGENDA

To:

Clerk to the Licensing Board
Kilncraigs
Alloa
FK10 1EB

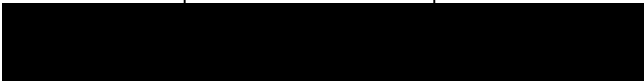



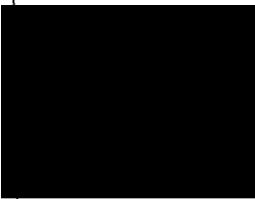

7 JUL 2020
JG

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You May Wish to Keep a Copy of the Completed Form for Your Records.

1. LICENCE DETAILS (see note 1)	
I am a :- (please tick one only)	
Premises Licence Holder	<input checked="" type="checkbox"/>
Personal Licence Holder	<input type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises, licence number, Issuing Licensing Board (if applicable)	Hillfoots Rugby Football Club Oakmill Lower Mill Street Tillicoultry FK13 6BP CC149
Personal licence number (if applicable) Issuing Licensing Board	
Name of voluntary organisation or Members Club (if applicable) Hillfoots Rugby Football Club	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event - See guidance note Alan Skilton Hillfoot's Rugby Club Secretary Personal Licence number CC411	

--

2. PERSONAL DETAILS	
TITLE (delete as appropriate) MR MRS MISS MS OTHER (please state)	
FORENAMES	Edward
SURNAME	Inglis
If you are applying on behalf of a Club or voluntary organisation please state your position in that club/organisation or provide other evidence that you are authorised or entitled to apply on their behalf.	Past President
DATE OF BIRTH	
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES	
	
Post Town	Postcode
	
TELEPHONE NUMBERS	
DAYTIME	
EVENING	
MOBILE	
FAX NUMBER	
E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail 	

3. THE PREMISES (where the event is to be held -See note and answer fully)

An area of Hillfoots RFC grounds within the car parking area (see attached photos and sketch) to be used as a temporary area for the dispensing of alcohol at a suitably distanced spacing during the current Covid-19 pandemic.

Full Postal Address of Premises which this Application Refers to
 Oakmill
 Lower Mill Street
 Tillicoultry
 FK13 6BP

Description of Activities to be Carried on in the Premises (see note and answer fully)
 Licencing the carpark for the duration of the pandemic for three days a week;

- 1) Friday between the hours of 17.00 until 21.00
 - 2) Saturday between the hours of 12.00 until 21.00
 - 3) Sunday between the hours of 12.00 until 17.00
- The event will be stewarded by a SAI approved Steward

See attached alcohol management plan for further details.

Approximately How many persons will attend event ?	20
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Will Stewards to be provided ?	SAI registered Steward	YES / NO
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Is food to be provided at the Event - If yes please provide details

4. DURATION OF LICENCE

<p style="text-align: center;">Start Time and Date July 14th 2020</p> <ol style="list-style-type: none"> 1) Friday between the hours of 17.00 until 21.00 2) Saturday between the hours of 12.00 until 21.00 3) Sunday between the hours of 12.00 until 17.00 	<p style="text-align: center;">End Time and Date August 31st 2020 27 July 2020</p>
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**5. IS ALCOHOL TO BE SOLD FOR CONSUMPTION ON THE PREMISES YES/NO*
 IS ALCOHOL TO BE SOLD FOR CONSUMPTION OFF THE PREMISES YES/NO***

PROVIDE DETAILS AS TO HOURS REQUESTED WHEN ALCOHOL WILL BE SOLD ON/OFF THE PREMISES-* delete as appropriate

<p>Times for sale of alcohol for consumption On premises</p> <ol style="list-style-type: none"> 1) Friday between the hours of 17.00 until 21.00 2) Saturday between the hours of 12.00 until 21.00 3) Sunday between the hours of 12.00 until 17.00 	<p>Times for sale of alcohol for consumption Off premises</p> <p style="text-align: center;">None</p>
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Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

Rugby training when resumed will be on Tuesday and Thursday Evening, Match days will be Saturday but no matches are scheduled during the dates scheduled

6. CHILDREN (see note 2)	
This section must be completed where alcohol is for sale for consumption on the premises	
Are children or young persons permitted entry? Yes (if answered 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?	Children – Yes Young Persons (16&17 years) - No
Ages of Children of Young Persons Permitted Entry 0 -17 years	Times at which Children or Young Persons Permitted Entry Between 14.00 and 17.00
Parts of Premises to which Children or Young Persons Permitted Entry Accompanied Children (0-15yrs) will be permitted access to all parts of the licensed area except the Bar. Young persons will be permitted in all public parts the licensed area.	

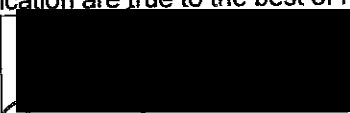
7. Signature and declaration by applicant (see note 3)

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		DATE	01/07/2020
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*** 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

Hillfoots Rugby Club

Outdoor Event Alcohol Management Plan

Occasional Licence – Hillfoots rugby club car park

Date : Friday 14th July until Monday 31st August

- 1) Time: Friday between the hours of 17.00 until 21.00**
- 2) Saturday between the hours of 12.00 until 21.00**
- 3) Sunday between the hours of 12.00 until 17.00**

Location : Car Park

**Hillfoots Rugby Club,
Oakmill,
Lower Mill Street,
Tillicoultry**

- 1. Alcohol will only be sold under and in accordance with any Occasional Licence granted by Clackmannanshire Licensing Board.**
- 2. The afternamed who is the holder of a personal licence will be responsible for authorising the sale of alcohol at the event.**

Alan Skilton CC411

Tel No. [REDACTED]

3. In the event of some unforeseen circumstances that results in Mr Skilton not being available, a suitable replacement person who holds a current personal licence will be present at the event and will assume the responsibility for authorising sales of alcohol.
4. No alcohol shall be allowed to be removed from the licensed area.
5. All drinks will be provided for by table service
6. All drink will be served in single use plastic containers
7. No standing drinking will be allowed (No standing groups at all)
8. All tables will be suitably spaced (2 metres apart) the tables themselves are over two metres long (2.5) so a group can sit either side.
9. Access to the bar will be by a one way system entry through the main door to the stairs and toilets and exit by the stone build internal fire escape
10. The tables are plastic and will be cleaned and disinfected after every use.
11. Use of the toilets will be limited to one person per toilet at a time.
12. Hand washing facilities include push down time limit taps, and paper towels only
13. Toilet main doors shall remain open at all times so no contact points,
14. Toilets will be regularly cleaned and inspected
15. The extent of the outdoor licensed area will be clearly delineated by a fixed barrier (such as a series of posts and rope) of at least 1m in height.
16. All points of entry and exit to and from the licensed area will have at least one conspicuously displayed notice which is at least A4 in size making it clear that no alcohol sold for consumption on the premises is to be removed from the licensed area.
17. No alcohol shall be allowed to be removed from the licensed area.
18. Only alcohol that has been sold at the event in accordance with an occasional licence will be allowed to be consumed within the licensed area.
19. No person who is drunk or under the influence of drugs, or who appears to be so will be allowed to enter or remain in the licensed area.
20. A suitable age verification policy is to be held on the Licensed Premises and made available for inspection prior to and during the event. (see attached document)
21. All staff authorised to make sales of alcohol, and all stewards or other persons responsible for controlling entry to the licensed area will be briefed or trained in relation to the age verification policy. A record of

~~this training and the list of persons trained will be retained on the licensed premises and made available for inspection by the Police and Licensing Standards Officer during the event.~~

22. All SIA Stewards will be properly briefed in relation to the content and conditions of the licence, in particular the local conditions.

23. Overall control of the event will be in the hands of

Edward Inglis – Fundraising Secretary

Tel No. 

and in the first instance all contact in relation to the event should be with Mr Inglis.

A black and white photograph of a fenced area. The fence is made of vertical wooden posts. In the foreground, there is a gravel or dirt area. Behind the fence, there are several large trees. A banner is draped across the fence with the text "RugbyForce". To the left of the banner, a sign reads "NO PARKING". To the right of the banner, a sign reads "WARNING BEWARE OF VEHICLES".

**NO
PARKING**

**WARNING
BEWARE OF
VEHICLES**

RugbyForce



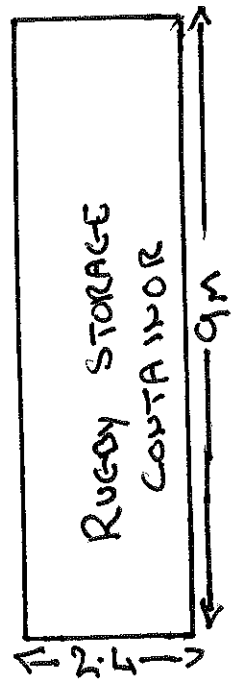
TILlicOUNTRY PUBLIC PARK

GATE

DOUBLE FENCE 1.6M HIGH

ACCESS ROAD 6M

WOODS & COACHES YARD
FENCE 2M HIGH

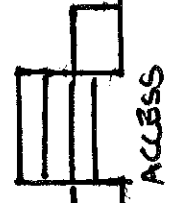


26m

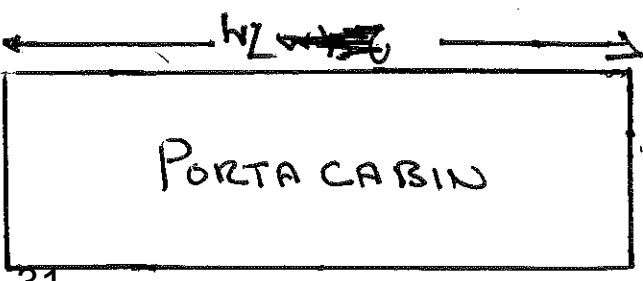
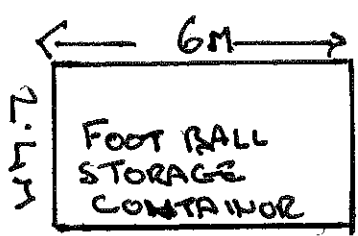
CAR PARK AREA AVAILABLE

25m x 22m

RUGBY CLUB



14m



Clackmannanshire Licencing Board

Occasional Licence Application

Supplementary information form

Have you read and understood that your licence, if granted may be subject to the conditions, listed in this guidance?

Yes

Do you consent to these conditions being applied to the licence on grant?

Yes

Have you made contact with the Planning Department at Clackmannanshire Council to discuss you proposals?

Yes

Have you made contact with the Roads Department (Public Spaces only) to discuss your proposals?

Yes

Please confirm that you have enclosed a sketch plan of showing the location, dimensions and seating arrangements in the proposed licensed area.

Name E H Inglis

Email Address

Telephone No:

Name of Premises Hillfoots Rugby Football Club

Signed.....Edward Inglis.....

Date.....16/07/2020.....2020


Useful email addresses

Licensing@clacks.gov.uk

roads@clacks.gov.uk

planning@clacks.gov.uk

ehealth@clacks.gov.uk

 CLACKMANT LICENSING	DATE OF EVENT	HILLFOOTS RUGBY FOOTBALL CLUB 28 JULY - 10 AUGUST 2020
	LICENCE NO	20/00242/OCCLC
	TO POLICE & WEB	14 July 2020

APPLICATION FOR OCCASIONAL LICENCE

To:

Clerk to the Licensing Board
 Kilncraigs
 Alloa
 FK10 1EB

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You May Wish to Keep a Copy of the Completed Form for Your Records.

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Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises, licence number, Issuing Licensing Board (if applicable)	Hillfoots Rugby Football Club Oakmill Lower Mill Street Tillicoultry FK13 6BP CC149
Personal licence number (if applicable) Issuing Licensing Board	
Name of voluntary organisation or Members Club (if applicable) Hillfoots Rugby Football Club	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event - See guidance note Alan Skilton Hillfoot's Rugby Club Secretary Personal Licence number CC411	

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2. PERSONAL DETAILS	
TITLE (delete as appropriate) MR MRS MISS MS OTHER (please state)	
FORENAMES	Edward
SURNAME	Inglis
If you are applying on behalf of a Club or voluntary organisation please state your position in that club/organisation or provide other evidence that you are authorised or entitled to apply on their behalf.	Past President
DATE OF BIRTH	[REDACTED]
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES	
[REDACTED]	
Post Town	Postcode
[REDACTED]	[REDACTED]
TELEPHONE NUMBERS	
DAYTIME	[REDACTED]
EVENING	
MOBILE	
FAX NUMBER	
E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail [REDACTED])	

3. THE PREMISES (where the event is to be held -See note and answer fully)
An area of Hillfoots RFC grounds within the car parking area (see attached photos and sketch) to be used as a temporary area for the dispensing of alcohol at a suitably distanced spacing during the current Covid-19 pandemic.

Full Postal Address of Premises which this Application Refers to
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Description of Activities to be Carried on in the Premises (see note and answer fully)
 Licencing the carpark for the duration of the pandemic for three days a week;
 1) Friday between the hours of 17.00 until 21.00
 2) Saturday between the hours of 12.00 until 21.00
 3) Sunday between the hours of 12.00 until 17.00
 The event will be stewarded by a SAI approved Steward

See attached alcohol management plan for further details.

Approximately How many persons will attend event ?	20
----------------------------------------------------	----

Will Stewards to be provided ?	SAI registered Steward	YES / NO
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Is food to be provided at the Event - If yes please provide details

4. DURATION OF LICENCE

Start Time and Date <i>June 28</i> July 27th 2020 1) Friday between the hours of 17.00 until 21.00 2) Saturday between the hours of 12.00 until 21.00 3) Sunday between the hours of 12.00 until 17.00	End Time and Date August 10th 2020
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5. IS ALCOHOL TO BE SOLD FOR CONSUMPTION ON THE PREMISES YES/NO*
IS ALCOHOL TO BE SOLD FOR CONSUMPTION OFF THE PREMISES ~~YES~~/NO*

PROVIDE DETAILS AS TO HOURS REQUESTED WHEN ALCOHOL WILL BE SOLD ON/OFF THE PREMISES-* delete as appropriate

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7. Signature and declaration by applicant (see note 3)

DECLARATION

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(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		DATE	11/07/20
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Hillfoots Rugby Football Club	
DATE OF EVENT	11-24 AUGUST 2020
LICENCE NO	20/00241/00042
TO POLICE & WEB	14 July 2020

APPLICATION FOR OCCASIONAL LICENCE

To:





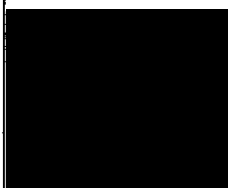

Clerk to the Licensing Board
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DATE OF BIRTH	
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES	
	
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 The event will be stewarded by a SAI approved Steward

See attached alcohol management plan for further details.

Approximately How many persons will attend event ?	20
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Will Stewards to be provided ?	SAI registered Steward	YES / NO
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Is food to be provided at the Event - If yes please provide details

4. DURATION OF LICENCE

<p>Start Time and Date ¹¹ August August 10th 2020</p> <p>1) Friday between the hours of 17.00 until 21.00 2) Saturday between the hours of 12.00 until 21.00 3) Sunday between the hours of 12.00 until 17.00</p>	<p>End Time and Date August 24th 2020</p>
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**5. IS ALCOHOL TO BE SOLD FOR CONSUMPTION ON THE PREMISES YES/NO*
 IS ALCOHOL TO BE SOLD FOR CONSUMPTION OFF THE PREMISES ~~YES~~/NO***

PROVIDE DETAILS AS TO HOURS REQUESTED WHEN ALCOHOL WILL BE SOLD ON/OFF THE PREMISES-* delete as appropriate

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This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry? **Yes** (if answered 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?

**Children – Yes
Young Persons (16&17 years) - No**

Ages of Children of Young Persons Permitted Entry

0 -17 years

Times at which Children or Young Persons Permitted Entry

Between 14.00 and 17.00

Parts of Premises to which Children or Young Persons Permitted Entry

Accompanied Children (0-15yrs) will be permitted access to all parts of the licensed area except the Bar. Young persons will be permitted in all public parts the licensed area.

7. Signature and declaration by applicant (see note 3)

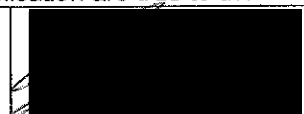
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The contents of this Application are true to the best of my knowledge and belief.

SIGNATURE



DATE

11/07/20

*** 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



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/CV19 REP

Your Ref: 2020/00 /OCCLIC (+2 others)

Date: 14 July 2020

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
3 x Occasional Licence Applications - Outdoor Area
Applicant- Hillfoots Rugby Club, Lower Mill Street, Tillicoultry
Car Park area adjacent, the Clubhouse and playing fields, Hillfoots Rugby Club,**

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 applications to which this representation relates, I have the following comments to make:

1. This representation relates to 3 occasional licences each lasting for a period of 14 days, and seeking authority to make sales of alcohol for on sales consumption in an outdoors space which is not currently part of the licensed footprint of the premises retail environment at the above address.
2. The 3 applications seek to licence the premises from 14 July 2020 for a continuous period of 6 weeks until 24 August 2020.
3. The purpose of an occasional licence is to allow premises that are not normally licensed to be licensed "occasionally". Not necessarily for a special event or special occasion.
4. Scottish Government has announced that as part of the stage 2 "easing lockdown" process, during the SARS-CoV-2 pandemic, outdoor food and drink areas, including licensed areas can open from Monday 6 July 2020.
5. Clackmannanshire Council has received many enquiries and applications relating to the licensing of new outdoor areas on a variety of land types adjacent to existing licensed premises. This representation relates to one of those applications.

6. On Friday 3 July 2020, the Licensing Board approved the use of a pre-application guidance document for those wishing to licence a new outdoor area. The applicant in this case has had the opportunity to view the document, has completed the supplementary information form and has acknowledged the understanding statement. The applicant has accepted the suggested conditions in that document and fully understands that additional conditions, from the pool list contained in the statement of licensing policy, may also be applied as local conditions.
7. The land in this case is an area used for car parking at the premises and is owned by the premises. The area is suitable for licensing in the current circumstances. The effect of this application is to extend an existing licensed outdoor area.
8. The applicant has been advised that he should 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 premises.
9. The applicant has also been advised that any staff left in charge at the premises should be the holder of a personal licence or should be able to make immediate contact with a personal licence holder responsible for the management of the premises, during all licensed hours.
10. This application is accompanied by a detailed alcohol management plan prepared by Hillfoots Rugby Club, who has always worked very closely with the Licensing Standards Officer. In relation to licensing matters the club and staff at the club have regularly demonstrated that they are willing to go beyond what is routinely required to secure compliance with the licensing objectives.
11. Appendix A contains a list of suggested conditions that the Licensing Board may wish to impose on granting this application. These conditions are necessary to ensure compliance with the licensing objectives contained within The Licensing (Scotland) Act, 2005.

Paul Fair

Licensing Standards Officer.

Appendix A

- 1 Alcohol sold for consumption in the licensed outdoor area will be ordered from, and delivered to the table, by staff employed at the premises.
- 2 The outdoor area must be clearly separated from any neighbouring unlicensed area by a physical barrier such as a fence or series of posts and rope or tape of at least 1 metre in height.
- 3 The outside area can only be occupied by persons seated at a table.
- 4 The licence holder must ensure that alcohol is only consumed by persons seated at a table.
- 5 (For Licensed public spaces only) All drinks whether alcoholic or not sold or supplied for consumption in the outdoor area, will be sold in or decanted into plastic or polycarbonate drinking vessels.
- 6 No entertainment, live or recorded music or performances will be permitted in any outdoor area.
- 7 All outdoor areas will be operated in compliance with the current Scottish Government guidance for Licensed Outdoor Drinking areas, including any amendments to that guidance which occurs in the duration of the licence.