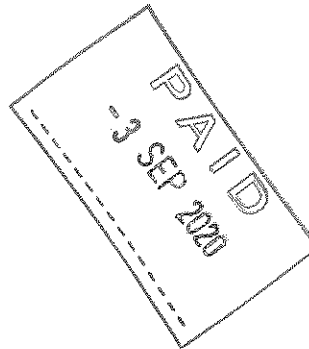




APPLICATION FOR OCCASIONAL LICENCE

To:

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



THIS PAPER RELATES TO
ITEM 3a
ON THE AGENDA

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.

1. LICENCE DETAILS (see note 1)	
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, licence number, Issuing Licensing Board (if applicable)	CROWN INN 77 STIRLING ST ALLOA FK12 5ED
Personal Licence Holder Name and Number (if applicable) Issuing Licensing Board	STEPHEN ALEXANDER POLLEY CC385
Name of voluntary organisation or Members Club (if applicable)	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event - See guidance notes	
STEPHEN ALEXANDER POLLEY CC385	

2. PERSONAL DETAILS	
TITLE (delete as appropriate) MR MRS MISS MS OTHER (please state)	
FORENAMES	STEPHEN ALEXANDER
SURNAME	POLLEY
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.	✓
DATE OF BIRTH	[REDACTED]
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES	
[REDACTED]	
Post Town	[REDACTED]
TELEPHONE NUMBERS	
DAYTIME EVENING	01259 760569
MOBILE	[REDACTED]
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)		
Description of Premises. CROWN INN. (REAR CAR PARK AREA)		
Full Postal Address of Premises which this Application Refers to 77 STIRLING STREET ALVA. FK12 5ED		
IMPORTANT From the 1 st November, 2016, premises which do not have a Premises Licence and which are used to provide "public entertainment" require to have in place a Public Entertainment Licence (PEL) or a Temporary PEL .		
Please confirm the following :	1 The premises have a current PEL or	Yes / No <input checked="" type="radio"/> Yes <input type="radio"/> No
	2 Date Temporary PEL was been applied for -	

Description of Activities to be Carried on in the Premises (see note and answer fully) DUE TO SOCIAL DISTANCING, BEER GARDEN TO BE EXTENDED ONTO ADJOINING CAR PARK WHICH IS OWNED BY CROWN INN.	
Approximately How many persons will attend event ?	32
Will SIA Licensed Stewards to be provided ?	YES <input checked="" type="radio"/> NO
Is food to be provided at the Event - If yes please provide details NO.	

4. DURATION OF LICENCE	
Start Time and Date 11.00am MONDAY 28 SEP 2020	End Time and Date 10.00 PM SUNDAY 11th OCT 2020

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	
Times for sale of alcohol for consumption On premises 11.00am - 10.00 PM	Times for sale of alcohol for consumption Off premises 11.00am - 10.00 PM
Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises NONE	

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/NO** (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?	YES/NO
Ages of Children or Young Persons Permitted Entry 0-15 16-17.	Times at which Children or Young Persons Permitted Entry 11.00am - 10.00pm. AS IN ACCORDANCE WITH OUR PREMISES LICENCE
Parts of Premises to which Children or Young Persons Permitted Entry CHILDREN WILL BE ALLOWED INTO BEER GARDEN EXTENSION AND MUST BE ACCOMPANIED BY AN ADULT AT ALL TIMES	

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

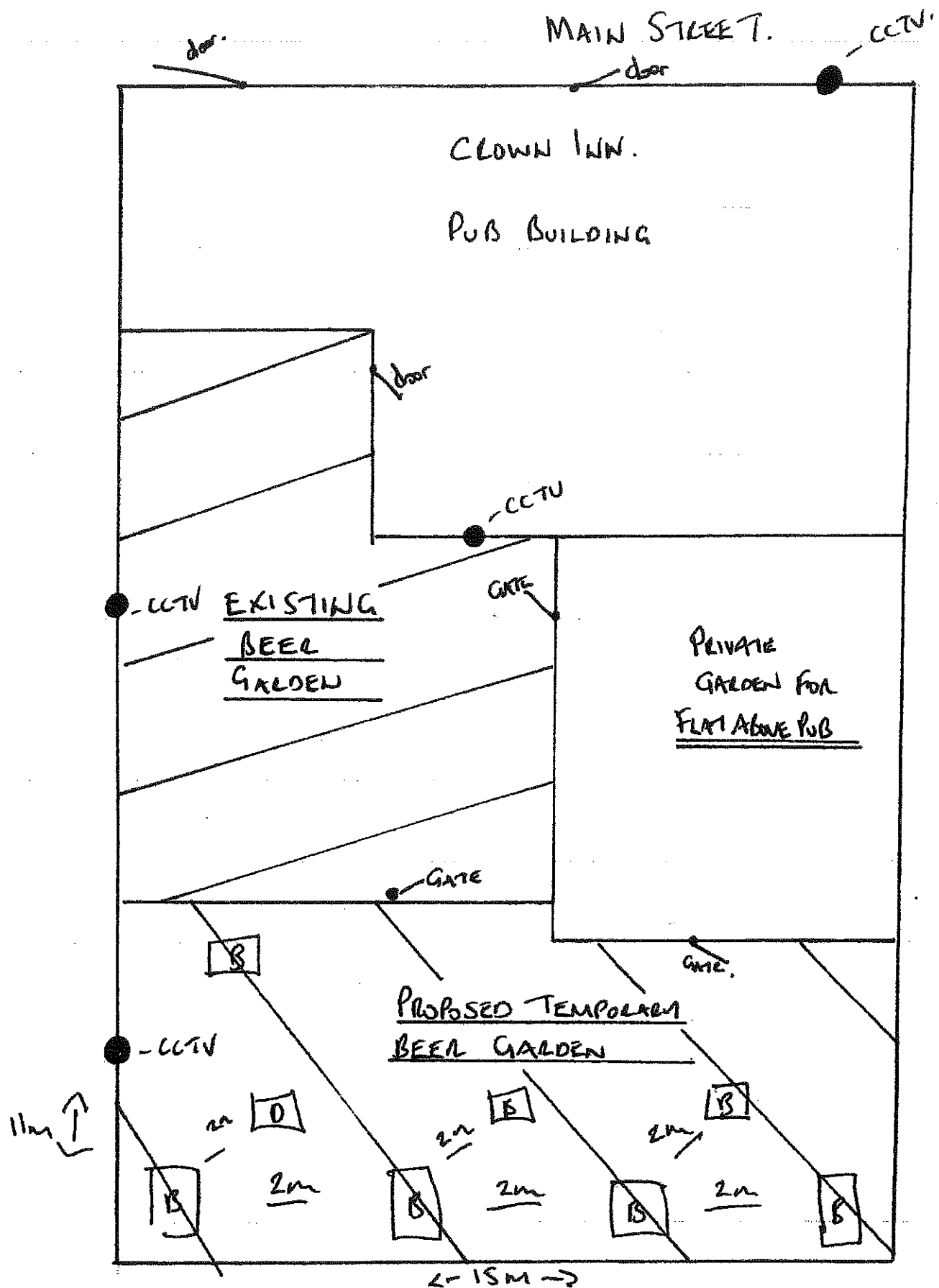
(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))

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

SIGNATURE		DATE	03/09/2020
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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



- * C 2 METERS SOCIAL DISTANCING - 8 BENCHES x 4 SEAT = 32
 - * C 1 METER " " " 10 BENCHES x 4 SEAT = 40 PEOPLE
- Benches 1.3m wide x Seat 4.

Clackmannanshire Licensing 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 ☐ No

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

☒ Yes ☐ No

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

☒ Yes ☐ No *ON PREVIOUS APPLICATION -*

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

☒ Yes ☐ No

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

Name

STEPHEN POLLEY

Email Address :

Telephone No:

Name of Premises

CROWN INN

Signed

Date... *03* / *09* / 2020

Useful email addresses

Licensing@clacks.gov.uk

roads@clacks.gov.uk

planning@clacks.gov.uk

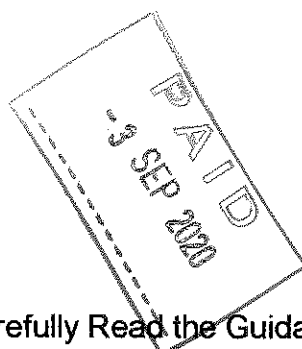
health@clacks.gov.uk



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FK10 1EB



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Personal Licence Holder Name and Number (if applicable) Issuing Licensing Board	STEPHEN ALEXANDER POLLEY CC385.
Name of voluntary organisation or Members Club (if applicable) /	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event - See guidance notes STEPHEN ALEXANDER POLLEY CC385	

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DATE OF BIRTH			
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Post Town			
TELEPHONE NUMBER			
DAYTIME	01259 760569		
EVENING			
MOBILE			
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Approximately How many persons will attend event ?	32
Will SIA Licensed Stewards to be provided ?	YES / NO
Is food to be provided at the Event - If yes please provide details No.	

4. DURATION OF LICENCE	
Start Time and Date	End Time and Date
11.00am MONDAY 12TH OCT 2020	10.00 PM SUN 25TH OCT 2020

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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16-17

Times at which Children or Young Persons Permitted Entry

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AS IN ACCORDANCE WITH OUR
PREMISES LICENCE

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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

[Redacted Signature]

DATE

03/09/2020

*** Data Protection Act 1998**

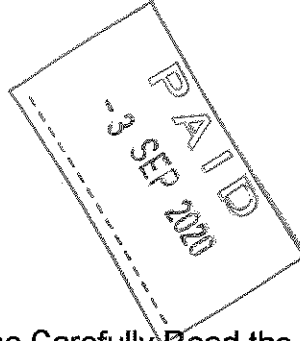
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SURNAME	POLLEY		
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DATE OF BIRTH	Day	Month	Year
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES			
Post Town		Postcode	
TELEPHONE NUMBERS			
DAYTIME EVENING 01259 760569			
MOBILE			
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Will SIA Licensed Stewards to be provided ?	YES / <u>NO</u>
Is food to be provided at the Event - If yes please provide details NO.	

4. DURATION OF LICENCE	
Start Time and Date 11.00 AM MONDAY 26 /10/20	End Time and Date 10.00 PM SUNDAY 8 /11/20

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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16-17

Times at which Children or Young Persons Permitted Entry

AS IN ACCORDANCE WITH
OUR CURRENT PREMISES
LICENCE

Parts of Premises to which Children or Young Persons Permitted Entry

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EXTENSION AND MUST BE ACCOMPANIED BY AN ADULT
AT ALL TIMES.

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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

03/07/2020

*** Data Protection Act 1998**

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Fw: LSO Report - Crown-Alva
June Andison to: Melanie Moore

11/09/2020 10:28

History: This message has been replied to.

June Andison
Licensing Administrator
Clackmannanshire Council
3rd Floor 1936 Building
Kilncraigs
Greenside Street
Alloa
FK10 1EB

Tel 01259 452093

----- Forwarded by June Andison/CLACKS on 11/09/2020 10:28 -----

From: [REDACTED]
To: June Andison <jandison@clacks.gov.uk>
Date: 10/09/2020 17:20
Subject: Re: LSO Report - Crown-Alva

Hi June,

With regards to the concerns about adequate lighting for the beer garden area. We have installed dawn to dusk security lighting that covers the car park area. These were installed 6 years ago and there have been no complaints or concerns regarding the lighting from any of the neighbors.

Regards

Stevie Polley

Sent from my iPhone

On Sep 9, 2020, at 4:28 PM, June Andison <jandison@clacks.gov.uk> wrote:

Stevie

Paul has changed his report which is attached can you have read and let me if you have any further comments to make. Could you let me know as soon as possible please

regards

June Andison
Licensing Administrator
Clackmannanshire Council
3rd Floor 1936 Building
Kilncraigs
Greenside Street
Alloa
FK10 1EB

Tel 01259 452093

Partnership and Performance

Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000



**Clackmannanshire
Council**

www.clacks.gov.uk

Comhairle Siorrachd
Chlach Mhanann

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-OCCLIC (set3-3 apps)
		Date:	9 September 2020
Subject:	Licensing (Scotland) Act, 2005, Section 57 (3) 3 x Occasional Licence Applications - Outdoor Area Applicant- Stephen Alexander Polley CC385 Car Park area adjacent, and to the rear of The Crown Inn, 77 Stirling Street, Alva.		

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 at the above address.
2. The 3 applications seek to licence the premises from 28 September 2020 for a continuous period of 6 weeks until 8 November 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. If these applications are granted it will result in continuous licensed period of 18 weeks in relation to this area. The applicant is aware that he should be looking to a more permanent licensing solution if he wishes to continue the use of this area in the longer term.
5. I should point out to the Licensing Board that from 1st October (selected only as an indicative date) the sunset time is 18:48hrs reducing by 2-3 minutes each day

thereafter. Ultimately darkness will fall at around 16:20hrs on 8th November, 2020.

6. In light of the information contained in paragraph 5 the Board may want to consider whether or not the continued use of this large outdoor area is appropriate as a licensed area, and they may wish to seek additional information from the applicant in relation to how he will address matters of adequate supervision and customer safety during colder, dark periods with an increased chance of adverse weather.
7. 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.
8. The land in this case is an area used for car parking at the rear of the premises and is owned by the premises. The area is suitable for licensing in the current circumstances, and is adjacent to an existing licensed outdoor drinking area.
9. In the 12 week period of licensing of this area that has already passed, the use of the area has attracted no adverse comments or complaints, despite being fairly close to a residential area.
10. 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.
11. 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.
12. 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.