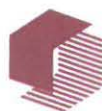


Direct Dial: 01254 686209  
Email: Suzanne.Marchese@napthens.co.uk  
Date: 8th September 2016

Our Ref: SMM/127393-070/Frederic Robinson Limited  
Your Ref: PL(A)0142



napthens  
solicitors

Greenbank Court, Challenge Way  
Greenbank Business Park  
Blackburn, BB1 5QB  
T: 01254 66 77 33  
F: 01254 681 166  
E: blackburn@napthens.co.uk  
W: napthens.co.uk  
DX: 745450 Blackburn 12

South Lakeland District Council  
Licensing Department  
South Lakeland House  
Lowther Street  
Kendal  
LA9 4UD

Receipt No .....  
Initials .....  
Date .....

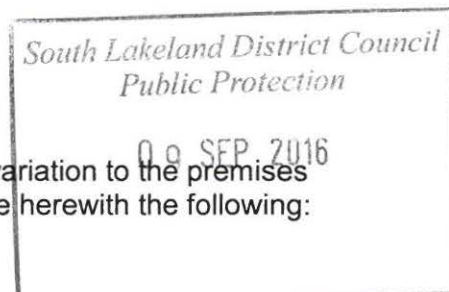
**BY SPECIAL DELIVERY AD 5319 6124 5GB**

Dear Sirs

**Re: The Queens Head Hotel, Troutbeck**

We have been instructed in relation to an application for a minor variation to the premises licence in respect of the above premises. Accordingly, we enclose herewith the following:

1. Completed Application Form;
2. Cheque in the sum of £89.00 in respect of the Council's fee;
3. Plans showing the layout of the Premises.



We have sent the white notices to the premises for immediate display.

Please acknowledge safe receipt of the enclosed documentation and confirm that the application is being processed.

If you have any queries, please do not hesitate to contact in our Licensing Department.

Yours faithfully

Licensing Department  
Napthens LLP, Solicitors



INVESTORS  
IN PEOPLE

Silver

Application for a minor variation to a premises licence or club premises certificate under the  
Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the Guidance Notes at the end of the form, especially  
Note 1.

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 in black ink. Use additional sheets if necessary.

Once completed please send your application to the relevant licensing authority. You may wish to keep a  
copy of the completed form for your records.

Frederic Robinson Limited

(Insert name(s) of applicant)

being the premises licence holder(s)/club holding a club premises certificate, apply to vary a premises  
licence under section 41A/club premises certificate under section 86A of the Licensing Act 2003 for the  
premises described in Part 1 below.

Part 1 – Premises details

Postal address of premises (or, if none, ordnance survey map reference, or description) The Queens Head Hotel Townhead Troutbeck Windermere	
Post town Troutbeck	Postcode LA23 1PW

Telephone number at premises (if any) \_\_\_\_\_

Premises licence number/club premises certificate number

PL(A)0142

Brief description of premises (Please see Guidance Note 2)  
Public House

Part 2 – Applicant Details

I am/we are the premises licence holder/club premises certificate holder. (Please delete as appropriate)

Contact phone number in working hours (if any) \_\_\_\_\_

Applicant Postal address IF DIFFERENT FROM PREMISES ADDRESS Unicorn Brewery Lower Hillgate Stockport	
Post town	Postcode SK1 1JJ
Please provide email address if you would prefer us to contact you by email (optional)	

Part 3 – Proposed variation(s)

Do you want the proposed variation to have effect as soon as possible? ☐ Yes ☒ No Please tick

If not, from what date do you want the variation to take effect?

DDMM					YYYY		
0	1	1	1	2	0	1	6

Please describe the proposed variation(s) in detail in the box below and explain why you consider that they could not have an adverse effect on the promotion of any of the licensing objectives (See Guidance Note 1). This should include whether new or increased levels of licensable activities will be taking place indoors or outdoors (indoors may include a tent):

**Details of proposed variations** (Please see Guidance Note 3)

The application is to vary the existing layout plans attached to the Premises Licence to incorporate proposed changes to the existing premises layout, with the enclosed layout plans.

It is not anticipated that the proposed changes will increase capacity for drinking on the premises, affect access between the public part of the premises and the rest of the premises or the street or public way, e.g. block emergency exits or routes to emergency exits or impede the effective operation of a noise reduction measure.

Part 4 – Operating Schedule

Please tick those parts of the Operating Schedule which would be subject to change if this application to vary was successful.

Provision of regulated entertainment

Please tick all that apply

- a. plays ☐
- b. films ☐
- c. indoor sporting events ☐
- d. boxing or wrestling entertainment ☐
- e. live music ☐
- f. recorded music ☐
- g. performances of dance ☐
- h. anything of a similar description to that falling within (e), (f) or (g) ☐

Provision of late night refreshment

☐

Sale by retail of alcohol

☐

(Note that this can only relate to reducing licensed hours or moving them without any overall increase between 7am and 11pm)

Please tick to indicate you have enclosed the following:

I have enclosed the premises licence/club premises certificate ☐

I have enclosed the relevant part of the premises licence/  
club premises certificate ☐

I have included a copy of the plan  
(necessary if the proposed variation will affect the layout) ☒

If you have not ticked one of the previous three boxes, please explain why in the box below.

Reasons why you have not enclosed the premises licence/club premises certificate or relevant parts.  
We have asked for the original licence to be sent to us by the client and will forward it to the council once we receive it.

Any further information to support your application. (See Guidance Note 4)

CHECKLIST:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan, if appropriate, of the premises in scale [1mm to 100mm], unless otherwise agreed with the licensing authority. ☒
- I have enclosed the premises licence/club premises certificate or relevant part of it or provided an explanation. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- I understand that I am required to advertise my application by posting a white notice at or on the premises for ten consecutive days commencing on, and including the day after the day when my application is given to the licensing authority. ☒

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

**Part 5 – Signatures and Contact Details**

(See Guidance Note 5)

**Premises Licence:** Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (see Guidance Note 6). If signing on behalf of the applicant, please state your name and in what capacity you are authorised to sign:

Signature: *Napthens*

Date: 8<sup>th</sup> September 2016

Capacity: I/We , Napthens LLP, solicitors and agents for the applicant, sign on behalf of and have authority to bind the applicant.

**Where the premises licence is jointly held, signature of 2<sup>nd</sup> applicant (the current premises licence holder) or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (See Guidance Note 7). If signing on behalf of the applicant, please state in what capacity.

Signature:

Date:

Capacity: I/We (insert full name and capacity)

sign on behalf of and have authority to bind the applicant.

**Where the premises is a club**

I (insert full name) make this application on behalf of the club and have authority to bind the club.

Signature:

Date:

Capacity: I/We (insert full name and capacity)

sign on behalf of and have authority to bind the applicant.

Contact name (where not previously given) and address for correspondence associated with this application. (See Guidance Note 8)	
Napthens LLP, Solicitors Greenbank Court Challenge Way Greenbank Business Park	
Post town Blackburn	Postcode BB1 5QB
Telephone number (if any) 01254 686209	If you would prefer us to correspond with you by email your email address (optional) Suzanne.Marchese@napthens.co.uk

## Notes for Guidance

1. General Note: The minor variations process can only be used for variations that could have no adverse impact on the promotion of any of the four licensing objectives. (These are: the prevention of crime and disorder; public safety; the prevention of public nuisance; and the protection of children from harm.)

It cannot be used to:

- extend the period for which the licence has effect;
- vary substantially the premises to which it relates;
- specify, in a premises licence, an individual as the designated premises supervisor;
- add the sale by retail or supply of alcohol as an activity authorised by a licence or certificate;
- authorise the sale by retail or supply of alcohol at any time between 11pm and 7am;
- authorise an increase in the amount of time on any day during which alcohol may be sold by retail or supplied;
- include the alternative licence condition referred to in section 41D (3) of the Licensing Act 2003 in a premises licence.

2. Description of premises: For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. This should include any activities in or associated with the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines etc.

3. Give full details of all the proposed variation(s). Failure to provide sufficient information may lead to the refusal of your application. Details should include a description of the proposed variation(s) in terms as precise as possible. If you are not precise, the licensing authority may decide that the changes you propose would be potentially broader in scope than you intend and reject your application as not being a 'minor' variation. You should also include a statement about why you consider the variations proposed could not have an impact on the licensing objectives listed in section 4(2) of the Act. You should cover each of the objectives that could possibly apply to your proposal (or if more than one, to each proposal) and say why you think there could be no adverse impact on that objective. Your application will be assisted by including as much information as you can about this. **(However, there is a box at the end of the form for 'further information', and this should be used for any relevant background information not directly related to the variation.)** Relevant information includes:

a) **Variations to licensable activities/licensing hours** (all timings should be given in 24 hour clock e.g. 16.00. Only give details for the days of the week when you intend the premises to be used for the activity), such as:

- Whether new or increased levels of licensable activities will be taking place indoors or outdoors (indoors may include a tent);
- Relevant further details, for example whether music will be amplified or unamplified;
- Standard days and timing when the activity will take place, including start and finish times;
- Any seasonal variations in timings, e.g. additional days during the summer; and
- Non-standard timings, e.g. where you wish the activity to go on longer on a particular day such as Christmas Eve.

b) **Variations to premises/club layout**: If you are applying for a variation to the layout of your premises, you must include a revised plan. You should be aware that your application is likely to be refused if the proposed variation could:

- increase capacity for drinking on the premises;
- affect access between the public part of the premises and the rest of the premises or the street or public way, e.g. block emergency exits or routes to emergency exits; or
- impede the effective operation of a noise reduction measure.



c) **Revisions, removals and additions of conditions:** The minor variation process may be used to remove conditions which are out of date or invalid and to revise conditions which are unclear (as long as the intention and effect remains the same). It can also be used to add a new condition volunteered by the applicant or mutually agreed between the applicant and a responsible authority, such as the police or the environmental health authority (subject to impact on the licensing objectives).

d) **Variations to opening hours:** Details of any changes to hours when the premises or club is open to the public.

4. Further information: You should use this box to provide any additional evidence to support your claim that the proposed variation is 'minor' and could not have an adverse impact on the promotion of the licensing objectives.

5. Signatures: The application form must be signed.

6. Authorised agent: An applicant's agent (e.g. solicitor) may sign the form on their behalf and, in so doing, will be confirming that they have actual authority to do so.

7. 2nd Applicant: Where there is more than one applicant, both applicants or their respective agents must sign the application form.

8. This is the address which we shall use to correspond with you about this application. This might not be the same as the address of the premises or applicant, but these addresses must also be provided.



THIS DRAWING IS FOR LICENSING PURPOSES ONLY.

DO NOT SCALE FROM THIS DRAWING.

## LEGEND

- Denotes area to be used for the provision of regulated entertainment/provision of entertainment facilities/provision of late night refreshment/sale by retail of alcohol.
- Boundary of building
- Fire alarm sounder (wall mounted)
- Fire alarm sounder (beacon)
- Fire alarm call point with fire procedures notice over
- Fire Alarm Panel
- Fire blanket
- Emergency light
- Smoke detector
- Heat Detector
- ILLUMINATED EXIT SIGN (Fire escape)
- 6 ltr AFFF foam extinguisher
- Water Based Fire extinguisher
- 2 kg co2 extinguisher
- Full height wall / Structure
- Low level wall
- Steps or Staircase
- Fixed seating

The position of fire & safety equipment as shown on the plan or such other position as agreed from time to time in consultation with the fire authority.

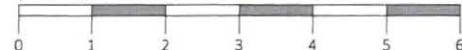
ALL FIRE SAFETY EQUIPMENT INCLUDING EMERGENCY LIGHTING, DETECTION AND EXTINGUISHER POSITIONS ARE TO BE RETAINED AS EXISTING UNLESS SHOWN AS RELOCATED ON THE PROPOSED LAYOUT.

ANYTHING SHOWN ON THIS PLAN WHICH IS NOT REQUIRED BY THE PLAN REGULATIONS IS FOR ILLUSTRATIVE PURPOSES ONLY AND DOES NOT FORM PART OF THE LICENCE.



PROPOSED GROUND FLOOR LICENSING PLAN  
SCALE: 1:50@A1

(METERS)



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REV	DATE	REV BY	
/	AUG 16 /	MPH	
		FREDERIC ROBINSON LIMITED PROPERTY DEPARTMENT UNICORN BREWERY STOCKPORT CHESHIRE SK1 1JJ Tel: +44 (0)161 480 6571 Fax: +44 (0)161 476 6011 Email: info@frederic-robinson.co.uk	
JOB TITLE: THE QUEENS HEAD, TROUTBECK			
DRAWING TITLE: PROPOSED GROUND FLOOR LICENSING PLANS			
DRAWN BY: MPH	COLLECTED BY:	DATE: AUG 16	SCALE: AS NOTED @ A1
PREMISES CODE: M01331	DRAWING NUMBER: 250	REVISION: /	



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DO NOT SCALE FROM THIS DRAWING.

### LEGEND

- Denotes area to be used for the provision of regulated entertainment/provision of entertainment facilities/provision of late night refreshment/sale by retail of alcohol.
- Boundary of building
- 🔊 Fire alarm sounder (wall mounted)
- 📡 Fire alarm sounder (beacon)
- 📢 Fire alarm call point with fire procedures notice over
- FAP Fire Alarm Panel
- FB Fire blanket
- Ⓢ Emergency light
- Ⓢ Smoke detector
- Ⓢ Heat Detector
- EXIT Illuminated exit sign (Fire escape)
- △<sup>F</sup> 6 ltr AFFF foam extinguisher
- △<sup>W</sup> Water Based Fire extinguisher
- △<sup>CO2</sup> 2 kg CO2 extinguisher
- Full height wall / Structure
- Low level wall
- Steps or Staircase
- F Fixed seating

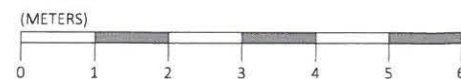
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PROPOSED FIRST FLOOR LICENSING PLAN  
SCALE: 1:50 @ A2



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/	AUG 16	/	MPH
		FREDERIC ROBINSON LIMITED PROPERTY DEPARTMENT UNICORN BREWERY STOCKPORT CHESHIRE SK1 1JJ Tel: +44 (0)161 480 6571 Fax: +44 (0)161 476 6011 Email: info@frederic-robinson.co.uk	
OR TITLE: THE QUEENS HEAD, TROUTBECK			
DRAWING TITLE: PROPOSED FIRST FLOOR LICENSING PLANS			
DRAWN BY: MPH	CHECKED BY: /	DATE: AUG 16	SCALE: AS NOTED @ A2
PREMISES CODE: M01331	DRAWING NUMBER: 251	REVISION: /	