South Lakeland District Council

Application for a premises licence to be granted 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. 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 in black ink. Use additional sheets if necessary. You may wish to keep a copy of the completed form for your records.

We
Bourne Leisure (Hopton) Ltd

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 - Premises Details

Postal address of premises or, if none, ordnance survey map reference or description
Lakeland Leisure Park
Moor Lane

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<thead>
<tr>
<th>Post town</th>
<th>Post code</th>
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<tbody>
<tr>
<td>Flookburgh</td>
<td>LA11 7LT</td>
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</tbody>
</table>

Telephone number at premises (if any)

Non-domestic rateable value of premises £Band E

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick yes

a) an individual or individuals *

b) a person other than an individual *
   i. as a limited company
   ii. as a partnership
   iii. as an unincorporated association or
   iv. other (for example a statutory corporation)

c) a recognised club

d) a charity

e) the proprietor of an educational establishment

f) a health service body

g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital

ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England

h) the chief officer of police of a police force in England and Wales

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes
- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or  
- I am making the application pursuant to a  
  o statutory function or  
  o a function discharged by virtue of Her Majesty's prerogative  

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

<table>
<thead>
<tr>
<th>Mr</th>
<th>Mrs</th>
<th>Miss</th>
<th>Ms</th>
<th>Other Title (for example, Rev)</th>
</tr>
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<tbody>
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</table>

Surname  
I am 18 years old or over  
Please tick yes  
Current residential address if different from premises address  
Post Town  
Postcode  
Daytime contact telephone number  
E-mail address (optional)

SECOND INDIVIDUAL APPLICANT (if applicable)

<table>
<thead>
<tr>
<th>Mr</th>
<th>Mrs</th>
<th>Miss</th>
<th>Ms</th>
<th>Other Title (for example, Rev)</th>
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</table>

Surname  
I am 18 years old or over  
Please tick yes  
Current residential address if different from premises address  
Post Town  
Postcode  
Daytime contact telephone number  
E-mail address (optional)

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

<table>
<thead>
<tr>
<th>Name</th>
<th>Bourne Leisure (Hopton) Ltd</th>
</tr>
</thead>
</table>
| Address | 1 Park Lane  
Hemel Hempstead  
HP2 4YL |
| Registered number (where applicable) | 01091423 |
Description of applicant (for example, partnership, company, unincorporated association etc.)
Limited Company

Telephone number (if any)
0144 22 30300

E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start? ASAP

If you wish the licence to be valid only for a limited period, when do you want it to end?

Please give a general description of the premises (please read guidance note1)

A holiday park.

The application is being submitted to amalgamate all the current Premises Licences onto one licence and amend the hours to uniform the licence as one; to permit the sale of alcohol and regulated entertainment both inside and outside in the area shown on Plan number 1 Monday to Sunday 0800 to 02:00 the following morning; also to permit Late Night Refreshment throughout the Park indoors and outdoors Monday to Sunday 2300 to 0200 the following morning. Also to include extensions when British Summertime commences and New Year’s Eve. Opening hours to be 24 hours a day Monday to Sunday.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend. N/A

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

<table>
<thead>
<tr>
<th></th>
<th>Provision of regulated entertainment</th>
<th>Please tick all that apply</th>
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</thead>
<tbody>
<tr>
<td>a)</td>
<td>plays (if ticking yes, fill in box A)</td>
<td>✓</td>
</tr>
<tr>
<td>b)</td>
<td>films (if ticking yes, fill in box B)</td>
<td>✓</td>
</tr>
<tr>
<td>c)</td>
<td>indoor sporting events (if ticking yes, fill in box C)</td>
<td>✓</td>
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<tr>
<td>d)</td>
<td>boxing or wrestling entertainment (if ticking yes, fill in box D)</td>
<td>✓</td>
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<td>e)</td>
<td>live music (if ticking yes, fill in box E)</td>
<td>✓</td>
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<tr>
<td>f)</td>
<td>recorded music (if ticking yes, fill in box F)</td>
<td>✓</td>
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<tr>
<td>g)</td>
<td>performances of dance (if ticking yes, fill in box G)</td>
<td>✓</td>
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<tr>
<td>h)</td>
<td>anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)</td>
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Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M
### Plays

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**Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)**

- **Indoors**
- **Outdoors**
- **Both**

**Please give further details here (please read guidance note 4)**

- A full range of plays and live performances including pantomime and cabaret.

**State any seasonal variations for performing plays (please read guidance note 5)**

- Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)

### Films

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**Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)**

- **Indoors**
- **Outdoors**
- **Both**

**Please give further details here (please read guidance note 4)**

- Including the showing of movies and music DVD's

**State any seasonal variations for the exhibition of films (please read guidance note 5)**

- Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)

**An additional hour to the standard and non-standard times on the day when British Summertime commences.**

**New Year’s Eve – from the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day**
**C**

<table>
<thead>
<tr>
<th>Indoor sporting events</th>
<th>Please give further details (please read guidance note 7) including the playing of darts, snooker and other indoor games.</th>
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<tbody>
<tr>
<td><strong>Day</strong></td>
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**State any seasonal variations for Indoor sporting events** (please read guidance note 5)

**Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list** (please read guidance note 6)

An additional hour to the standard and non-standard times on the day when British Summertime commences.

New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day

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**D**

<table>
<thead>
<tr>
<th>Boxing or wrestling entertainments</th>
<th>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)</th>
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</table>

Please give further details here (please read guidance note 4)

Professional staged family entertainment wrestling, martial arts and similar events

**State any seasonal variations for boxing or wrestling entertainment** (please read guidance note 5)

Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)

An additional hour to the standard and non-standard times on the day when British Summertime commences.

New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day
### Live Music

#### Standard days and timings (please read guidance note 7)

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**Will the performance of live music take place indoors or outdoors or both – please tick** (please read guidance note 3)

- Indoors □
- Outdoors □
- Both ✓

**Please give further details here** (please read guidance note 4)

- Live musical entertainment provided by bands, staff, performers and children’s characters.

**State any seasonal variations for the performance of live music** (please read guidance note 5)

- Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)

An additional hour to the standard and non-standard times on the day when British Summertime commences.

- New Year’s Eve – from the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day

### Recorded Music

#### Standard days and timings (please read guidance note 7)

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**Will the playing of recorded music take place indoors or outdoors or both – please tick** (please read guidance note 3)

- Indoors □
- Outdoors □
- Both ✓

**Please give further details here** (please read guidance note 4)

- Playing of recorded music via music system.

**State any seasonal variations for the playing of recorded music** (please read guidance note 5)

- Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)

An additional hour to the standard and non-standard times on the day when British Summertime commences.

- New Year’s Eve – from the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day
### G

**Performances of dance**

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**Will the performance of dance take place indoors or outdoors or both – please tick**

- [ ] Indoors
- [ ] Outdoors
- [✓] Both

**Please give further details here (please read guidance note 4)**

Dancing by staff, performers, cabaret artists and children's characters.

**State any seasonal variations for the performance of dance (please read guidance note 5)**

**Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6)**

An additional hour to the standard and non-standard times on the day when British Summertime commences.

New Year's Eve – from the end of permitted hours on New Year's Eve to the start of permitted hours on New Year's Day.

### H

**Anything of a similar description to that falling within (e), (f) or (g)**

**Will this entertainment take place indoors or outdoors or both – please tick**

- [ ] Indoors
- [ ] Outdoors
- [ ] Both

**Please give a description of the type of entertainment you will be providing**

**Please give further details here (please read guidance note 4)**

**State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)**

**Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)**
### Late night refreshment

**Will the provision of late night refreshment take place indoors or outdoors or both** – please tick (please read guidance note 3)

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Please give further details here (please read guidance note 4)

Serving hot food & drink

State any seasonal variations for the provision of late night refreshment (please read guidance note 5)

Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)

An additional hour to the standard and non-standard times on the day when British Summertime commences.

New Year’s Eve – from the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day

### Supply of alcohol

**Will the supply of alcohol be for consumption (Please tick box)** (please read guidance note 8)

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State any seasonal variations for the supply of alcohol (please read guidance note 5)

Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)

An additional hour to the standard and non-standard times on the day when British Summertime commences.

New Year’s Eve – from the end of permitted hours on New Year’s Eve to the start of permitted hours on New Year’s Day
State the name and details of the individual whom you wish to specify on the licence as premises supervisor

<table>
<thead>
<tr>
<th>Name</th>
<th>Jayne Louise Mushet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Postcode</td>
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<tr>
<td>Personal Licence no. (if known)</td>
<td>PA2904</td>
</tr>
<tr>
<td>Issuing licensing authority (if known)</td>
<td>Blackpool Council</td>
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K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)

N/A

L

<table>
<thead>
<tr>
<th>Hours premises are open to the public</th>
<th>State any seasonal variations (please read guidance note 5)</th>
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Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 10)

See boxes b) to e) below

b) The prevention of crime and disorder

1. A digital CCTV system shall be installed at the park and maintained in good working order and used at all times when the premises are open for licensable activities. Any CCTV footage shall be kept for at least 28 days and shall be available to the Licensing Authority or Police on request.
2. No person to be knowingly allowed to leave the park with any open bottle or glass containing alcohol.
3. No person who is drunk or disorderly will be allowed to remain on any premises providing licensable activities on the park.
4. A resort security team is in radio contact with each other and with the entertainment venues and bars on the park.
5. In the Lakeside Bay, from 1800 one door supervisor shall be on duty for every 400 customers or part thereof.
6. A register of door staff will be maintained in the Lakeside Bay indicating the number of door staff on duty, their identity and the times they were on duty.
7. Signs to be displayed throughout the venue's selling alcohol highlighting CCTV is in operation 24 hours a day for the safety and protection of customers: NB this condition does not apply to the Golf Club Area.
8. Signs to be displayed at the entrance to the bars, highlighting that random drug searches are conducted by the door staff as a condition of entry. NB: This condition does not apply to the Golf Club Area.
9. Signs to be displayed in the vicinity of the bars highlighting that if a person appears under 21 years of age, proof of ID may be required.
10. An incident book to be completed on a daily basis for the bars which are open for the sale of alcohol.
11. A refusal register to be implemented in the venues where alcohol is sold.

c) Public safety

1. Tables in premises where alcohol is sold for consumption on the premises to be cleared of all empty bottles and glasses on a regular basis.
2. At least one first aider will be on duty in the Park and if there are more than one on duty their roles will be clearly defined.
3. A qualified medical first aider shall be present throughout any sporting entertainment involving wrestling, judo, karate or sport of a similar nature. There will not be any boxing.
4. Where a ring is used it will be constructed by a competent person and shall be inspected by a competent authority before use and any materials used to form the skirt of the ring will be fire retardant.
5. Members of the public will not occupy any seat which is closer than 2.5 metres to the ring.

d) The prevention of public nuisance

1. Doors and windows to be kept closed where necessary to reduce breakout of noise.

e) The protection of children from harm

1. Premises will operate a "Challenge 21 policy", whereby anyone wishing to purchase alcohol that appears to be under the age of 21 years, must be asked to provide photographic identification eg. Passport, driving licence, PASS card. Challenge 21 Posters must be displayed.
2. The Premises Licence holder will carry out DBS checks on any member of staff who works with children on a regular basis.
3. All staff whose duties include the service of alcohol to receive training on the commencement of employment with regards to the preventing the sale of alcohol to persons who are under the required age and proxy sales. This training must also include refusals to persons who are intoxicated.
4. No performance involving nudity or striptease shall take place on the premises.
5. Where performances are presented especially for unaccompanied children there shall be at least one attendance for every 50 children or part thereof.
Please tick yes

- I have made or enclosed payment of the fee or  
- I have not made or enclosed payment of the fee because the application has been made in relation to the introduction of the late night levy  
- I have enclosed the plan of the premises  
- I have sent copies of this application and the plan to responsible authorities and others where applicable  
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable  
- I understand that I must now advertise my application  
- I understand that if I do not comply with the above requirements my application will be rejected  
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15)

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PERSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (See guidance note 11). If signing on behalf of the applicant please state in what capacity.

| Declaration                                                                 |                                                                 |
|                                                                            | [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 14)  |
|                                                                            | The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15) |
| Signature                                                                 |                                                                 |
| Date                                                                      | 4th March 2019                                                   |
| Capacity                                                                  | Poppleston Allen – Solicitors for and on behalf of the applicant |
For joint applications signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 13). If signing on behalf of the applicant please state in what capacity.

<table>
<thead>
<tr>
<th>Signature</th>
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<td>Date</td>
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<td>Capacity</td>
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</table>

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

Angela Gardner
Poppleston Allen Solicitors
37 Stoney Street
The Lace Market

<table>
<thead>
<tr>
<th>Post town</th>
<th>Post code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nottingham</td>
<td>NG1 1LS</td>
</tr>
</tbody>
</table>

| Telephone number (if any) | 0115 9349 157 |

If you would prefer us to correspond with you by e-mail your e-mail address (optional)
a.gardner@popall.co.uk

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.

2. In terms of specific regulated entertainments please note that:
   - Plays: no licence is required for performances between 08:00 and 23:00 on any day, provided that the audience does not exceed 500.
   - Films: no licence is required for ‘not-for-profit’ film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
   - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
   - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
   - Live music: no licence permission is required for:
     - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
     - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
     - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
o a performance of amplified live music between 08.00 and 23.00 on any day, in a
curch hall, village hall, community hall, or other similar community premises, that
is not licensed by a premises licence to sell alcohol, provided that (a) the audience
does not exceed 500, and (b) the organiser gets consent for the performance from
a person who is responsible for the premises.
o a performance of amplified live music between 08.00 and 23.00 on any day, at the
on-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital,
provided that (a) the audience does not exceed 500, and (b) the organiser gets
consent for the performance on the relevant premises from: (i) the local authority
concerned, or (ii) the school or (iii) the health care provider for the hospital.

- Recorded Music: no licence permission is required for:
o any playing of recorded music between 08.00 and 23.00 on any day on premises
authorised to sell alcohol for consumption on those premises, provided that the
audience does not exceed 500.
o any playing of recorded music between 08.00 and 23.00 on any day, in a church
hall, village hall, community hall, or other similar community premises, that is not
licensed by a premises licence to sell alcohol, provided that (a) the audience does
not exceed 500, and (b) the organiser gets consent for the performance from a
person who is responsible for the premises.
o any playing of recorded music between 08.00 and 23.00 on any day, at the non-resi-
dential premises of (i) a local authority, or (ii) a school, or (iii) a hospital,
provided that (a) the audience does not exceed 500, and (b) the organiser gets
consent for the performance on the relevant premises from: (i) the local authority
concerned, or (ii) the school proprietor or (iii) the health care provider for the
hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day,
provided that the audience does not exceed 500. However, a performance which amounts
to adult entertainment remains licensable.

- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day,
with no limit on audience size for:
o any entertainment taking place on the premises of the local authority where the
entertainment is provided by or on behalf of the local authority;
o any entertainment taking place on the hospital premises of the health care
provider where the entertainment is provided by or on behalf of the health care
provider;
o any entertainment taking place on the premises of the school where the
entertainment is provided by or on behalf of the school proprietor; and
o any entertainment (excluding films and a boxing or wrestling entertainment) taking
place at a travelling circus, provided that (a) it takes place within a moveable
structure that accommodates the audience, and (b) that the travelling circus has
not been located on the same site for more than 28 consecutive days.

3. Where taking place in a building or other structure please tick as appropriate (indoors may
include a tent).
4. For example the type of activity to be authorised, if not already stated, and give relevant further
details, for example (but not exclusively) whether or not music will be amplified or unamplified.
5. For example (but not exclusively), where the activity will occur on additional days during the
summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day
e.g. Christmas Eve.
7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week
when you intend the premises to be used for the activity.
8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'.
If you wish people to be able to purchase alcohol to consume away from the premises, please
tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please give information about anything intended to occur at the premises or ancillary to the use
of the premises which may give rise to concern in respect of children, regardless of whether you

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intend children to have access to the premises, for example (but not exclusively) nudity or seminudity, films for restricted age groups or the presence of gaming machines.

10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant’s agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.

15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].

- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.

- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.

- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.

- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.

- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.

- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, when produced in combination with an official document giving the person’s permanent National Insurance number and their name issued by a Government agency or a previous employer.
• A full birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

• A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

• A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

• A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

• A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relating to the carrying on of a licensable activity.

• A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.

• A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

• A Certificate of Application, less than 6 months old, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.

• Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.

• Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:
  
  • evidence of the applicant's own identity – such as a passport,
  • evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
- evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
  (i) working e.g. employment contract, wage slips, letter from the employer,
  (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
  (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds;
  or
  (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

(i) any page containing the holder's personal details including nationality;
(ii) any page containing the holder's photograph;
(iii) any page containing the holder’s signature;
(iv) any page containing the date of expiry; and
(v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.
The location and type of any fire safety and any other safety equipment is shown as at present. This may be varied from time to time with the agreement of the Fire Officer or after a fire risk assessment.

FIRE PRECAUTIONS
SYMBOLS LEGEND

- Emergency Lighting Point
- "Fire Exit" sign
- To Fire Exit" directional signs
- Illuminated "Exit" sign boxes
- Illuminated "Exit" directional sign boxes
- Fire extinguisher - water type
- Fire extinguisher - foam type
- Fire extinguisher - dry powder type
- Fire extinguisher - carbon dioxide type
- Fire blanket(s)
- Fire alarm call point
- Audible warning device
- Visual warning device
- Automatic fire detector - heat/smoke
- Fire alarm indicator panel
- Ansul sprinkler system in cooking unit

NOTE: The location and type of any fire safety and other safety equipment is shown as at present. This may be varied from time to time with agreement with the fire officer or after a fire risk assessment.

Area to be used for the sale of alcohol for consumption off the premises.

SCALE: 0 2 4 6 8 10 M