


APPENDIX A - Application Form

Application to vary a premises licence 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.

I/We  THINGS HAPPEN HERE LTD
(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below


Premises licence number	SHPL0625
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
THINGS HAPPEN HERE MEADOWBROOK COMMUNITY CENTRE MEADOW BROOK SHINNERS BRIDGE			
Post town	DARINGTON	Postcode	TQ9 6JD.

Telephone number at premises (if any)	01803 302881
Non-domestic rateable value of premises	£ 12500

Part 2 – Applicant details

Daytime contact telephone number	
E-mail address (optional)	
Current postal address if different from premises address	
Post town	TOTNES

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible?

Yes

No

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

DD	MM	YYYY

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) Yes No

Please describe briefly the nature of the proposed variation (Please see guidance note 2)

WE WASH TO EXTEND OUR LICENSING HOURS TO 01:00AM ON A FRIDAY AND SATURDAY TO ACCOMMODATE EVENTS. PREVIOUSLY WE HAVE USED TENS TO DO SO, WHICH HAVE ALL BEEN GRANTED AND UTILISED WITH NO COMPLAINT.

THINGS HAPPEN HERE IS A TAPROOM & VENUE IN DARTINGTON. WE ARE LOCATED ON THE BOTTOM FLOOR OF A COMMUNITY CENTRE. WE HAVE BEEN TRADING AS THINGS HAPPEN HERE FOR AROUND 5 MONTHS. PREVIOUSLY A SIMILAR BUSINESS OCCUPIED THE SPACE FOR 2 YEARS.

WE APPLY FOR THIS VARIATION WITH OUR LANDLORDS FULL SUPPORT.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please see guidance note 3) Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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

A

Plays Standard days and timings (please read guidance note 8)			<u>Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)</u>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here (please read guidance note 5)</u>		
Mon					
			<u>State any seasonal variations for performing plays (please read guidance note 6)</u>		
Tue					
			<u>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 7)</u>		
Wed					
Thur					
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 4)</u>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here (please read guidance note 5)</u>		
Mon					
Tue					
			<u>State any seasonal variations for the exhibition of films (please read guidance note 6)</u>		
Wed					
Thur					
			<u>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 7)</u>		
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 8)			<u>Please give further details</u> (please read guidance note 5)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 6)
Wed			
Thur			<u>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</u> (please read guidance note 7)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 8)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 5)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 6)		
Wed					
Thur			<u>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</u> (please read guidance note 7)		
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 8)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 5) MUSIC WILL BE AMPLIFIED .		
Mon					
Tue					
Wed			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 6) New Years Eve 11am-1am		
Thur					
Fri	11am	1am	<u>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</u> (please read guidance note 7) WE OCCASIONALLY HOLD GIGS WITH LIVE MUSIC , THESE MAY LAST UNTIL 1AM. WE APPROXIMATE THIS HAPPENING TWICE A MONTH, BUT MAY BE SLIGHTLY MORE FREQUENT DEPENDING ON AVAILABILITY OF MUSICIANS .		
Sat	11am	1am			
Sun					

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 5) INDOOR & OUTDOOR MUSIC ARE PLAYED AT A BACKGROUND LEVEL UNLESS WE ARE HOLDING AN EVENT. OUTDOOR MUSIC FINISHES 21:00 AT THE LATEST. BOTH INDOOR & OUTDOOR EVENTS ARE PLAYED AT A RESPONSIBLE LEVEL & MONITORED BY TRAINED STAFF OR A SOUND ENGINEER.		
Mon					
Tue			State any seasonal variations for the playing of recorded music (please read guidance note 6)		
Wed					
Thur			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 7)		
Fri					
	11am	1am	New Years Eve 11am-1am		
Sat					
	11am	1am			
Sun					

G

Performances of dance Standard days and timings (please read guidance note 8)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 5)		
Mon					
Tue			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 6)		
Wed					
Thur			<u>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</u> (please read guidance note 7)		
Fri					
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 5)		
Wed					
Thur					
Fri			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 6)		
Sat					
Sun					
			<u>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</u> (please read guidance note 7)		

I

Late night refreshment Standard days and timings (please read guidance note 8)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 5)		
Mon					
Tue					
			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 6)		
Wed					
Thur					
			<u>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</u> (please read guidance note 7)		
Fri					
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption – please tick (please read guidance note 9)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 6) <p style="text-align: center;">New Years Eve 11am-1am</p>		
Mon	11:00	23:00			
Tue	11:00	23:00			
Wed	11:00	23:00			
Thur	11:00	23:00			
Fri	11:00	01:00			
Sat	11:00	01:00			
Sun	11:00	22:30			
			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 7)		

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 10).

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			State any seasonal variations (please read guidance note 6)	
Day	Start	Finish		
Mon	08:30	23:30	New Years Eve 8.30-1.30	
Tue	08:30	23:30		
Wed	08:30	23:30		
Thur	08:30	23:30		<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 7)
Fri	08:30	01:30		
Sat	08:30	01:30		
Sun	08:30	22:30		

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

Please tick as appropriate

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 11)

- SUFFICIENT & COMPETENT STAFF ON DUTY AT PREMISES AT ALL TIMES.
- LICENSEE ENSURES ALL STAFF ON DUTY ON PREMISES FOR PURPOSE OF SELLING ALCOHOL ARE WELL TRAINED ON RESPONSIBILITIES IN RELATION TO SALE OF ALCOHOL, PARTICULARLY WITH REGARD TO DRUNKENNESS & UNDEGRADED PEOPLE. RECORDS WILL BE KEPT OF TRAINING & REFRESHER TRAINING.

b) The prevention of crime and disorder

- USE OF REGISTERED SECURITY STAFF ON NIGHTS THAT LAST UNTIL 1AM. OR WE EXPECT TO REACH CAPACITY.
- CCTV INSTALLED & RECORDINGS ARE MAINTAINED FOR APPROPRIATE PERIOD OF TIME.
- DURING BUSY / LATE NIGHT EVENTS ALL DRINKS SERVED IN PLASTIC CUPS.
- CAPACITY OF 220 THAT IS STRICTLY MANAGED & ADHERED TO.
- OPERATE A CHALLENGE 25 POLICY.
- ZERO TOLERANCE POLICY FOR DRUGS / SMOKING / AGGRESSIVE / PREJUDICE BEHAVIOUR
- ACTIVE MEMBER OF PUBWATCH.

c) Public safety

- FIRE RISK ASSESSMENT & FIRE EVACUATION PLAN IN PLACE.
- FIRST AID EQUIPMENT AVAILABLE ON PREMISES.
- SUITABLE FIRST AIDER PRESENT AT ALL TIMES PUBLIC PRESENT -
- FREE WATER AVAILABLE
- PERSONAL SAFETY MESSAGES DISPLAYED.
- SURVEY OF NOISE LEVELS FOR CUSTOMERS & NEIGHBOURS CONTINUOUSLY.

d) The prevention of public nuisance

- NOISE MANAGEMENT PLAN IN OPERATION.
- DOORS & WINDOWS CLOSED WHEN MUSIC PLAYING. SOUND CURTAINS IN PLACE
- NOISE LIMITERS FITTED.
- UPMOST RESPECT FOR LOCAL RESIDENTS & MAINTAIN A GOOD RELATIONSHIP
- LITTER BINS PLACED OUTSIDE VENUE & STAFF CONDUCT THOROUGH LITTER PICK AFTER CLOSURE & BEFORE OPENING.

e) The protection of children from harm

- NO UNDER 18'S ALLOWED IN VENUE POST 19:30 UNLESS IN INSTANCE OF BELOW.
- OVER 16'S ALLOWED TO ATTEND LIVE MUSIC EVENTS PRIOR TO 23:00 IF ACCOMPANIED BY AN ADULT.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee; or
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I understand that I must now advertise my application.
- I have enclosed the premises licence or relevant part of it or explanation.
- I understand that if I do not comply with the above requirements my application will be rejected.

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.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant’s solicitor or other authorised agent (please read guidance note 14). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)			
Post town		Post code	
Telephone number (if any)			