

[Insert name and address of relevant licensing authority and its reference number (optional).]

Application for a club premises certificate to be granted
under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING APPLICATION

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.

Coniston Sailing Club

(Insert name of club)

club applies for a club premises certificate under section 71 of the Licensing Act 2003 for the premises described in Part 1 below (the club premises).

The club is making this application to you as the relevant licensing authority in accordance with section 68 of the Licensing Act 2003.

Part 1 – Club premises details

Name of club Coniston Sailing Club			
Postal address of premises or, if none, ordnance survey map reference or description Old hall farm Haws Bank Coniston			
Post Town	Coniston	Postcode	LA21 8AS
Telephone number (if any)			
E-mail address (optional)			

Name of person performing duties of a secretary to the club Stephen Glover			
Address of person performing duties of a secretary to the club Old hall farm Haws Bank Coniston			
Post Town	Coniston	Postcode	LA21 8AS
Daytime contact telephone number (if any)			

E-mail address (optional)	
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Non-domestic rateable value of premises	£7,900
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Are the club premises occupied and habitually used by the club?

Yes X No ☐

Part 2 – Club Operating Schedule

When do you want the club premises certificate to start?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

General description of club (please read guidance note 1)

Coniston sailing club is a great place to sail, socialise and enjoy one of the most beautiful lakes in the Lake District.

We have a relaxed atmosphere and family friendly facilities which are loved by our members and visitors. We are a members club only with a bar, showers and toilet facilities.

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

What qualifying club activities do you intend to conduct on the club premises?

Provision of regulated entertainment

Please tick all that apply

- | | |
|--|--------------------------|
| a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | <input type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | X |
| g) performances of dance (if ticking yes, fill in box G) | <input type="checkbox"/> |

h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☐

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club (if ticking yes, fill in box I) X

The sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place (if ticking yes, fill in box J) X

In all cases complete boxes, K and L.

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	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 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 4)		
Thur					
Fri					
Sat			<u>Non standard timings. Where the club intends to use the premises for the performance of a play at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	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 3)		
Mon					
Tue			<u>State any seasonal variations for the exhibition of film</u> (please read guidance note 4)		
Wed			<u>Non standard timings. Where the club intends to use the premises for the exhibition of film at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
Thur					
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details here</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			
Fri			<u>Non-standard timings. Where the club intends to use the premises for indoor sporting events at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	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 3)		
Mon					
Tue					
Wed					
Thur			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Fri					
Sat					
Sun					
			<u>Non-standard timings. Where the club intends to use the premises for the boxing or wrestling entertainment at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	X
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon	10:00	00:30			
Tue	10:00	00:30			
			State any seasonal variations for the performance of live music (please read guidance note 4)		
Wed	10:00	00:30			
Thur	10:00	00:30			
			Non-standard timings. Where the club intends to use the premises for the performance of live music at different times from those listed in the column on the left, please list (please read guidance note 5)		
Fri	10:00	00:30			
Sat	10:00	00:30			
Sun	10:00	00:30			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both	X
Mon	10:00	00:30	Please give further details here (please read guidance note 3)	
Tue	10:00	00:30		
Wed	10:00	00:30	State any seasonal variations for the playing of recorded music (please read guidance note 4)	
Thur	10:00	00:30		
Fri	10:00	00:30	Non-standard timings. Where the club intends to use the premises for the playing of recorded music at different times from those listed in the column on the left, please list (please read guidance note 5)	
Sat	10:00	00:30		
Sun	10:00	00:30		

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
Day	Start	Finish			Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)			
Tue						
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)			
Thur						
Fri			<u>Non-standard timings. Where the club intends to use the premises for the performance of dance at different times from those listed in the column on the left, please list</u> (please read guidance note 5)			
Sat						
Sun						

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment that the club will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	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 3)		
Wed					
Thur			<u>State any seasonal variations for this entertainment</u> (please read guidance note 4)		
Fri					
Sat			<u>Non-standard timings. Where the club intends to use the premises for this entertainment at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

I

[illegible]

J

Hours club premises are open to the members and guests Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4)
Day	Start	Finish	
Mon	00:00	23.59	
Tue	00:00	23.59	
Wed	00:00	23.59	
Thur	00:00	23.59	
Fri	00:00	23.59	<u>Non standard timings. Where you intend the premises to be open to the members and guests at different times from those listed in the column on the left, please list</u> (please read guidance note 5)
Sat	00:00	23.59	
Sun	00:00	23.59	

K

<p>Please highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children (please read guidance note 8).</p>

L 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 9)

Regular training for club members
Adherence to 4 objectives as below

b) The prevention of crime and disorder

Member training:

1. Documented training will be given to club members regarding member's obligation under the licensing Act in respect of: The sale of alcohol, Age verification policy, conditions attached to the premises licence, Permitted licensable activities, the licensing objectives and the opening times of the club.
2. With such training (condition 1) documented records shall be kept for a minimum of one year and be made available immediately upon a reasonable request from any responsible authority. Documented training shall be refreshed at intervals no greater than 12 months intervals.
3. A refusals register will be kept. Such documents will record incidents of member refusals of alcohol sales to under age or drunk people. As well as incidents of any behaviour and ejections from the premises
4. Both refusals and incident reports registers shall be kept for at least 1 year and they will be made available immediately upon a reasonable request from any responsible authority (for the avoidance of doubt the 1 year period relates to each respective entry in the log book and runs from date of the particular entry)

c) Public safety

The bar manager, Committee members or authorised members will check the premises before it opens to the members to ensure there are no risks to patrons and that all safety precautions are in places.

The bar manager/ Committee members will ensure that all members receive appropriate training about emergency and general safety precautions and procedures.

The bar manager, Committee members or authorised members will ensure that all members are aware of the social and legal obligations and their responsibilities regarding the sale of alcohol.

All bottles and glasses and rubbish removed from public areas on a regular and frequent basis.

All fire safety measures on the premises are maintained in good working order.

An adequate and appropriate supply of first aid equipment and materials are available on the premises

d) The prevention of public nuisance

Suitable and conspicuous notices shall be displayed at the entrances and exits requesting patrons to minimize noise and when smoking and/ or leaving.

Alcoholic drinks purchased on the premises may only be taken off the premises in sealed containers.

Open containers of alcohol shall not be removed from the premises, except from consumption in any of the licensed area

No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance

e) The protection of children from harm

The Bar Manager, Committee members or authorised members will operate a Challenge 25 age Verification policy and prominent signage at the point of sale indicating that the challenge 25 scheme is in operation.

The only acceptable proof of age identification shall be a current passport or Photo Driving Licence.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. ☐
- I have enclosed the plan of the premises. ☐
- I have sent copies of this application and plan to the responsible authorities. ☐
- I have completed and enclosed the club declaration and enclose a copy of the club rules. ☐
- 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. ☐

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 3 – Signatures (please read guidance note 10)

I

[Redacted Name]

(Insert full name)

make this application on behalf of the club and have authority to bind the club

Signature	
Date	
Capacity	Bar Manager

Address for correspondence associated with this application (**please read guidance note 11**)

[REDACTED]

Post town

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

If you would prefer us to correspond with you by e-mail your e-mail address (optional)

[REDACTED]

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) Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 3) Please state 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.
- 4) For example (but not exclusively) where the activity will occur on additional days during the summer months.
- 5) For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 6) 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.
- 7) If the club wishes members and their guests to be able to consume alcohol on the premises please tick 'on the premises'. If the club wishes people to be able to purchase alcohol to consume away from the premises please tick 'off the premises'. If the club wishes people to be able to do both please tick 'both'.
- 8) 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 intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, gambling machines etc.
- 9) Please list here steps you will take to promote all four licensing objectives together.
- 10) The application form must be signed.
- 11) This is the address which we will use to correspond with the club about this application.

