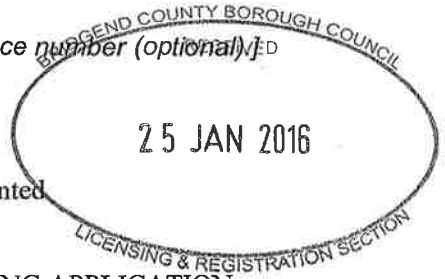


[Insert name and address of club and its reference number (optional)]



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.

PORTHCAWL ATHLETIC ASSOCIATION

(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			
PORTHCAWL ATHLETIC ASSOCIATION			
Postal address of premises or, if none, ordnance survey map reference or description			
WOCKS LANE (OPP STRATFORD DRIVE) -			
Post Town	PORTHCAWL	Postcode	CF36 3HY
Telephone number (if any)			
E-mail address (optional)			

Name of applicant	
Address	
Post Town	
Daytime number	

E-mail address (optional) [REDACTED]

Non-domestic rateable value of premises £ /

Are the club premises occupied and habitually used by the club? Yes No

Part 2 – Club Operating Schedule

When do you want the club premises certificate to start? DD MM YYYY

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

┆	┆	┆	┆	┆	┆	┆	┆	┆	┆
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General description of club (please read guidance note 1)
THE CLUBHOUSE CONSISTS OF ONE LARGE ROOM WITH A CORNER SECTION TO SERVE AS A KITCHEN/BAR AREA. THERE IS A MAIN ENTRANCE DOOR, A DOOR ONTO THE PATIO AREA AND ONE OTHER EXIT. THE KITCHEN AREA HAS A EXIT DOOR. OFF OF THE MAIN ROOM ARE LADIES, GENTS AND DISABLED TOILETS. ATTACHED BUT WITH SEPARATE ACCESS AT THE REAR ARE TWO CHANGING ROOMS WITH SHOWERS.

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 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)
 - 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)

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)

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)

In all cases complete boxes, K and L.

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
Sat					
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"/>
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 exhibition of film</u> (please read guidance note 4)		
Thur					
Fri			<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)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details here (please read guidance note 3)
Day	Start	Finish	
Mon	19.00	22.30	Possibly darts and/or Pool Teams in the future.
Tue	19.00	22.30	State any seasonal variations for indoor sporting events (please read guidance note 4)
Wed	19.00	22.30	
Thur	19.00	22.30	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 (please read guidance note 5)
Fri	19.00	22.30	
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"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Thur					
Fri			<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)		
Sat					
Sun					

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	<input checked="" 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 the performance of live music</u> (please read guidance note 4)		
Thur					
Fri	19.00	23.00	<u>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</u> (please read guidance note 5) ON LIMITED FUND RAISING OCCASIONS. AMPLIFIER MAY BE USED.		
Sat	19.00	23.00			
Sun					

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 checked="" type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) UNAMPLIFIED	
Mon	19.00	22.00		
Tue	19.00	22.00	State any seasonal variations for the playing of recorded music (please read guidance note 4)	
Wed	19.00	22.00		
Thur	19.00	22.00	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)	
Fri	19.00	23.00		
Sat	19.00	23.00		
Sun	12.00	18.00		

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"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
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	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)		
Wed			State any seasonal variations for this entertainment (please read guidance note 4)		
Thur			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 (please read guidance note 5)		
Fri					
Sat					
Sun					

I

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption - please tick</u> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations</u> (please read guidance note 4)		
Mon	19.00	22.00			
Tue	19.00	22.00			
Wed	19.00	22.00			
Thur	19.00	22.00			
Fri	19.00	23.00			
Sat	12.00	23.00			
Sun	12.00	18.00			
			<u>Non-standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		

J

Hours club premises are open to the members and guests Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	10.00	22.30	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 (please read guidance note 5)
Tue	10.00	22.30	
Wed	10.00	22.30	
Thur	10.00	22.30	
Fri	10.00	23.30	
Sat	10.00	23.30	
Sun	10.00	18.30	

K

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).

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)

ALL STAFF WILL BE TRAINED ON THE ASPECTS OF THE FOUR LICENSING OBJECTIVES.
THEY WILL BE ASKED TO SIGN A FORM THAT THEY ARE AWARE OF THE OBJECTIVES.

b) The prevention of crime and disorder

DO NOT SELL ALCOHOL TO ANY PERSON WHO APPEARS DRUNK.
IN CASE OF CONFLICT SEEK HELP AND WITNESSES. CALL POLICE IF PROBLEM IS GETTING OUT OF HAND.
WATCH FOR SIGNS OF DRUG/SUBSTANCE ABUSE,
KEEP RECORD OF ALL INCIDENTS.

c) Public safety

EXIT SIGNS OVER ALL DOORS.
FIRE ALARM CHECKED WEEKLY AND EMERGENCY LIGHTING.
FIRE EXTINGUISHERS AVAILABLE TO STAFF.
EMERGENCY LIGHTING.
EVACUATION ASSEMBLY POINT SIGNED.
LIMIT NUMBER OF PEOPLE ATTENDING PREMISES.

d) The prevention of public nuisance

ENSURE CLOSING TIMES ADHERED TO.
SIGNS REQUESTING CUSTOMERS TO LEAVE QUIETLY.
NO ALCOHOL TO BE SOLD TO BE TAKEN FROM THE PREMISES.
ALL DOORS AND WINDOWS CLOSED WHILST LIVE MUSIC PLAYING.
ALL REFUSE TO BE STORED UNTIL COLLECTION OR DISPOSAL.

e) The protection of children from harm

ENSURE BAR STAFF APPLY CHALLENGE 25 TO ENSURE ALCOHOL NOT SOLD TO UNDER 18s. IF STAFF NOT CONVINCED THAT A PERSON IS OVER 18 ASK FOR PROOF – PHOTO – DATE OF BIRTH
ENSURE ALCOHOL IS NOT PURCHASED FOR CONSUMPTION BY UNDER AGE PERSONS.
AS IN (a) WATCH FOR DRUG/SUBSTANCE ABUSE.
THE ASSOCIATION HAS A NUMBER OF MEMBERS WITH DBS CLEARANCE.

Checklist:

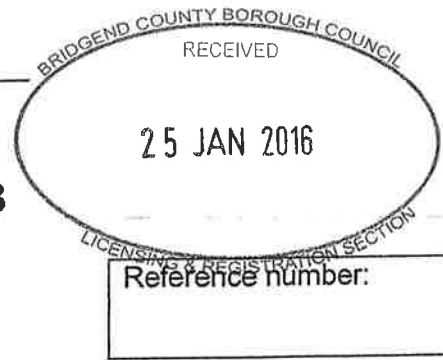
Please tick to indicate agreement

- 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.

d guidance note

Post town	
Telephone number	
If you would prefe	



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

(1)

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING DECLARATION

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.

Club Premises details

Name of club PORTHCAWL ATHLETIC ASSOCIATION	
Postal address of club, if any, or, if none, Ordnance Survey map reference or description LOCKS LANE (Opp STRATFORD DRIVE)	
Post town PORTHCAWL	Postcode CF36 3HY.
Telephone number (if any) —	
E-mail (optional)	

CLUB DECLARATION AS TO QUALIFYING CLUB STATUS

(2) PORTHCAWL ATHLETIC ASSOCIATION club makes the following declarations

- 1) Where the club to which this application relates is:
a registered society within the meaning of the Industrial and Provident Societies Act 1965;
a registered society within the meaning of the Friendly Societies Act 1974; or
a registered friendly society within the meaning of the Friendly Societies Act,
the club declares that the club satisfies:

Condition 1 in section 62(2) of the Licensing Act 2003 Please give relevant club rule number(s)	Please tick ✓ yes <input type="checkbox"/>
<input type="text"/>	
Condition 2 in section 62(3) of the Licensing Act 2003 Please give relevant club rule number(s)	<input type="checkbox"/>
<input type="text"/>	

(1) Insert name and address of relevant licensing authority and its reference number (optional)
(2) Insert name of club

Condition 4 in section 62(5) of the Licensing Act 2003

Please give relevant club rule number(s)

Does the club wish to supply alcohol to members and guests?
If yes the club declares that -

The purchase of alcohol for the club and the supply of alcohol by the club is under the control of the members or of a committee appointed by the members

Please give relevant club rule number(s), if any

2) Where the club to which this application relates is:

an association organised for the social well-being and recreation of persons employed in or about coal mines, the club declares that the club satisfies:

Condition 1 in section 62(2) of the Licensing Act 2003

Please give relevant club rule number(s)

Condition 2 in section 62(3) of the Licensing Act 2003

Please give relevant club rule number(s)

Does the club wish to supply alcohol to members and guests?
If yes, the club declares that it satisfies -

First condition in section 66(4) of the Licensing Act 2003

Please give relevant club rule number(s), if any

Second condition in section 66(5) of the Licensing Act 2003

Please give relevant club rule number(s), if any

3) Where the club to which this application relates does not fall into the categories in 1 and 2 above, the club declares that the club satisfies:

Condition 1 in section 62(2) of the Licensing Act 2003

Please give relevant club rule number(s)

Condition 2 in section 62(3) of the Licensing Act 2003

Please give relevant club rule number(s)



Condition 3 in section 62(4) of the Licensing Act 2003

The club's arrangements for restricting the club's freedom of purchase of alcohol are:

(a) contained in club rule number(s)

RULE 30 (3)

(b) or, as follows

(please provide a short description)

The club's provisions by which money or property of the club or any gain arising from the carrying on of the club is or may be applied for charitable benevolent or political purposes are:

(a) contained in club rule number(s)

RULE 4

(b) or, as follows

(please provide a short description)

The arrangements for giving members information about the finances of the club are:

(a) contained in club rule number(s)

RULE 9

(b) or, as follows

(please provide a short description)

Please describe details of the books of account and other records kept to ensure the accuracy of the information about finances given to members of the club or give the relevant rule number(s)

RULE 24. ANNUAL REPORT AND RETURNS AND ACCOUNTS.

Please tick yes

Condition 4 in section 62(5) of the Licensing Act 2003



Condition 5 in section 62(6) of the Licensing Act 2003



The club proposes to supply alcohol to members and guests and declares that the club satisfies:

additional condition 1 in section 64(2) of the Licensing Act 2003



Please give relevant club rule number(s), if any

RULE 30 (3)

additional condition 2 in section 64(3) of the Licensing Act 2003



Please give relevant club rule number(s), if any

RULE 30 (3) d+e

additional condition 3 in section 64(4) of the Licensing Act 2003



Please give relevant club rule number(s), if any

RULE 30 (3) ii and RULE 30 (4)

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO 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

PETER DOWNES

I, **PETER DOWNES**, make this declaration on behalf of the club and have authority to bind the club

Signature

P. Downes

Date

25/1/2016

Capacity

SECRETARY.