

APPENDIX 1

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.

I/We Bournemouth, Christchurch and Poole Council

(Insert name(s) of applicant)

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 Manor Steps Kiosk Boscombe Promenade			
Post town	Bournemouth	Postcode	BH5 1BN
Telephone number at premises (if any)		01202 729874	
Non-domestic rateable value of premises		£0	

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- | | | |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input checked="" type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | please complete section (B) |
| d) a charity | <input type="checkbox"/> | please complete section (B) |
| e) the proprietor of an educational establishment | <input type="checkbox"/> | please complete section (B) |
| f) a health service body | <input type="checkbox"/> | please complete section (B) |
| g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales | <input type="checkbox"/> | please complete section (B) |
| 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 | <input type="checkbox"/> | please complete section (B) |
| h) the chief officer of police of a police force in England and Wales | <input type="checkbox"/> | please complete section (B) |

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

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 statutory function or

a function discharged by virtue of Her Majesty's prerogative

(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.

Name Bournemouth, Christchurch and Poole Council (BCP Council)
Address Seafront Operations, Destination & Culture Town Hall St. Stephen's Road Bournemouth BH2 6LL
Registered number (where applicable) N/A
Description of applicant (for example, partnership, company, unincorporated association etc.) Local Authority (Unitary)
Telephone number (if any) [REDACTED]
E-mail address (optional) [REDACTED]

Part 3 Operating Schedule

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

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AS SOON AS POSSIBLE

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

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<p>Please give a general description of the premises (please read guidance note 1) The premises is a seafront kiosk operated by BCP Council which serves a variety of hot and cold foods and drinks. The intention is to licence the same for the sale/supply of a limited range of alcohol to be consumed off the premises.</p>

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

Not applicable

What licensable activities do you intend to carry on from the premises?
 (please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

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

PLEASE NOTE THAT BOXES A TO I INCLUSIVE ARE BLANK AND HAVE NOT BEEN REPRODUCED IN THE INTEREST OF SAVING PAPER AND SUSTAINABILITY GENERALLY

J

Supply of alcohol Standard days and timings (please read guidance note 7)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 8)	On the premises	<input type="checkbox"/>
Day	Start	Finish		Off the premises	<input checked="" type="checkbox"/>
Mon	09:30	19:30	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 5) None.	Both	<input type="checkbox"/>
Tue	09:00	19:30			
Wed	09:30	19:30			
Thur	09:30	19:30	<u>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</u> (please read guidance note 6) None		
Fri	09:30	19:30			
Sat	09:30	19:30			
Sun	09:30	19:30			

M

Describe the steps you intend to take to promote the four licensing objectives:

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

The relevant mandatory conditions shall apply to the licence.

b) The prevention of crime and disorder

All public parts of the premises (including the external area) shall be covered by a digital CCTV system which will be accurately date and time stamped, be of a quality sufficient to satisfy evidential requirements for the identification of persons and will retain recordings for a minimum period of 31 days.

The CCTV system shall be checked at least weekly and a written record of the checks maintained and made available for inspection by authorised officers on request. Any fault in the system shall be noted and rectified as soon as practically possible.

A member of staff trained and authorised to operate the CCTV system shall be on duty at all times the premises are open to the public.

Facilities shall be made available for police and other authorised officers to view recordings on request and to be provided with copies in a playable format, provided such requests are compliant with data protection legislation.

The premises shall maintain written or computer records of refusals and incidents (either separately or as a single document/record) and use the same to record:

All occasions upon which the sale or supply of alcohol is refused and the reason for the refusal; and

Any incident of criminal or anti-social behaviour occurring in or immediately outside the premises.

The record(s) shall be retained for a rolling period of at least 12 months and made available for inspection by Police and other authorised officers on request.

Whilst glass bottles of beers, lager & cider will be stocked, these will be decanted into plastic cups for consumption by the public

Wine shall only be supplied in (non-glass) bottles not exceeding 25ml in volume. Fortified wines and spirits will not be stocked.

No beer, lager or cider with an ABV of over 6% shall be stocked or supplied.

The holder of the licence shall arrange for a written risk assessment to be undertaken at least 14 days in advance of any event (such as the Air Festival) which is likely to attract large crowds to the locality of the premises and use the same to determine whether it may be appropriate to:

Deploy additional staff during the event, including SIA registered door supervisors;

Restrict the sale/supply of alcohol;

Restrict the opening hours of the premises.

Such measures as may be identified by the outcome of the risk assessment shall be implemented throughout the course of the event.

A copy of the risk assessment shall be produced to the Police or other authorised officers on request.

Notwithstanding any other powers that the Police may possess, if an officer of the rank of at least Police Inspector reasonably considers that it is necessary in the interest of preventing crime and disorder or ensuring public safety to temporarily restrict or cease the supply of alcohol at or from the premises, that officer may give a written notice to the person in charge of the premises at the time, specifying the nature of the restriction (or cessation as the case may be) and the time(s) during which the notice shall apply. The holder of the licence shall then

take all reasonable steps to comply with the requirements of the notice. The officer serving the notice (or another officer of at least equivalent rank) may cancel the notice at any time, provided that the cancellation is noted in writing.

c) Public safety

Note for information purposes only and not intended to form any condition attaching to the licence: There are no matters of concern relating to this licensing objective as relevant considerations are regulated by other legislation, including but not limited to the Regulatory Reform (Fire Safety) Order 2005.. No additional conditions specifically under this licensing objective are proposed.

d) The prevention of public nuisance

Note for information purposes only and not intended to form any condition attaching to the licence: The application does not include any form of regulated entertainment and no activity likely to lead to issues of public nuisance will be conducted from the premises. In the circumstances, no additional conditions specifically under this licensing objective are proposed, other than the following:

Any tables and chairs (or other seating) in the external area that is not firmly affixed to the ground shall be brought inside the premises or otherwise removed at all times that the premises are not open to the public.

e) The protection of children from harm

The premises shall operate a “Challenge 25” policy whereby any person who appears to be under the age of 25 shall be required to produce photographic proof of age in one or other of the forms specified in the mandatory conditions before being supplied with alcohol.

Notices advertising the policy shall be displayed at or next to the entrance to the premises and at any till point or alcohol servery.

All staff (including in particular temporary staff) involved in the sale or supply of alcohol shall be trained in restricted sales (to persons under age, including spotting proxy sales and to persons who are drunk) and the conditions of the licence before commencing their duties. Refresher training shall take place at least annually. Written or computer records of all staff training shall be maintained and made available for inspection by Police and other authorised officers on request.

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 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 or my share code issued by the Home Office online right to work checking service (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 PURSUANT 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 12). **If signing on behalf of the applicant, please state in what capacity.**

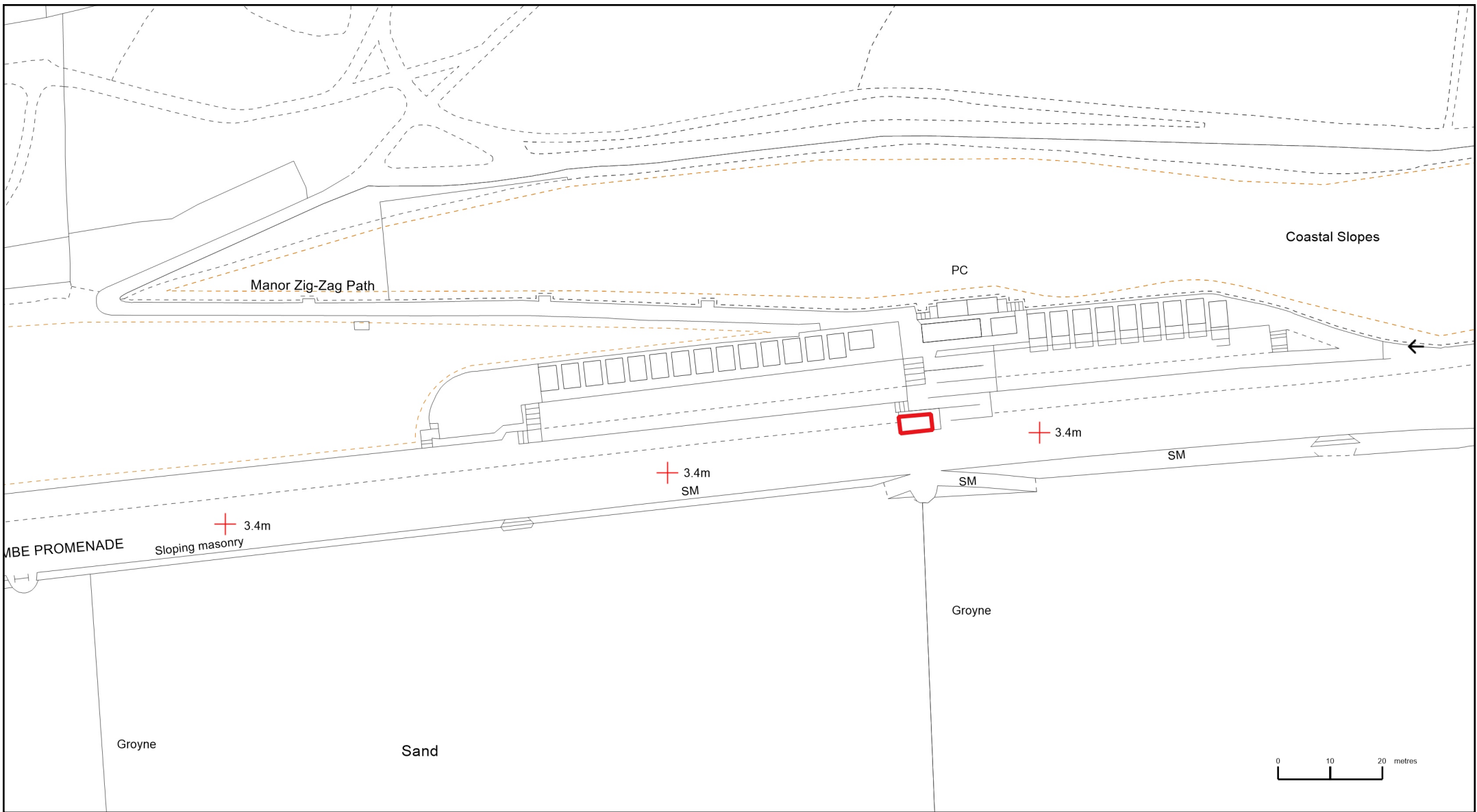
Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am 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 15). • 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, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	10 th February 2025
Capacity	Agent for the Applicant

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

Telephone number (if any)	
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)	

Notes for Guidance

The Notes do not form part of the application form and have not been reproduced in the interest of sustainability.



Manor Steps Kiosk Licensed area

Scale: 1:1000 @ A4
 Date: 03 December 2024
 Creator: USER NAME



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