

**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 Signet Hotel (The Retreat) 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**

<b>Premises licence number</b> 014033
--

**Part 1 – Premises Details**

Postal address of premises or, if none, ordnance survey map reference or description ELCOT PARK HOTEL ELCOT			
Post town	NEWBURY	Postcode	RG20 8NJ

Telephone number at premises (if any)	01635800520
Non-domestic rateable value of premises	£172,400

**Part 2 – Applicant details**

Daytime contact telephone number	Signet Hotels (The Retreat) LTD 01635 800 520		
E-mail address (optional)			
Current postal address if different from premises address	Elcot Park Hotel Elcot		
Post town	Newbury	Postcode	RG208NJ

**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 REQUEST TO:**

**REMOVE LICENSABLE ACTIVITY: PERFORMANCE OF PLAYS**

**REMOVE LICENSABLE ACTIVITY: BOXING OR WRESTLING**

**AMEND THE LICENSEABLE AREA** (red line on accompanying Plan A) IN ORDER TO FACILITATE THE CONTROLLED SALE OF ALCOHOL TO OUR GUESTS IN THE MEWS PROPERTIES, TERRACE COURT TERRACE, AROUND THE SWIMMING POOL, RETAIL COURTYARD AND ON THE RESTAURANT TERRACES.

**ADD TO BE ABLE TO FACILITATE OFF SITE SALES OF ALCOHOL.** ENABLING OUR HOTEL RESIDENTS AND GUESTS TO BUY BOTTLES OF WINE FROM OUR RESTAURANTS / RETAIL TO CONSUME OFFSITE OR GIVE AS GIFTS.

WE PLAN TO HAVE A WINE and COFFEE GIFT SHOP LOCATED WITHIN OUR COURTYARD (SHOWN 1&2 on accompanying Plan B).

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</u> (please read guidance note 4)	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 5)		
Tue			<u>State any seasonal variations for performing plays</u> (please read guidance note 6)		
Wed			<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</u> (please read guidance note 7)		
Thur					
Fri					
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of films take place indoors or <u>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			
Mon	12.00	23.00	Please <u>give further details here</u> (please read guidance note 5) <b>INDOOR</b> SHOWING FILMS (Projector screen or on tvs) from 1200 to 2300hrs		
Tue	12.00	23.00	<b>OUTDOOR</b> SHOWING OCCASIONAL FILMS (Projector screen or on tvs) from 1200 to 2200hrs on a Wednesday or Thursday. This would be no more than 6 times per year. On each planned occasion we would inform local residents at least 30 days in advance to ensure no disturbance.		
Wed	12.00	23.00	<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 6) OUTDOOR: ONLY MAY TO OCTOBER		
Thur	12.00	23.00			
Fri	12.00	23.00	<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</u> (please read guidance note 7)		
Sat	12.00	23.00	N/R New Year's Eve - from the end of permitted hours on New Year's Eve to the start of the permitted hours on New Year's Day.		
Sun	12.00	23.00			

C

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



E

Live music Standard days and timings (please read guidance note 8)			Will the performance of live music take place <u>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	<p>Please give further details here (please read guidance note 5)</p> <p><b>INDOOR</b> ACOUSTIC AND SINGERS PLAYING IN RESTAURANT AND EVENTS SPACES. 12.00 to 23.00</p> <p><b>OUTDOOR</b> ACOUSTIC AND SINGERS PLAYING ON SOUTH TERRACE (DINING TERRACE) AND CENTRAL COURTYARD FOR DRINKERS, DINER AND EVENTS. 12.00 to 22.00. VOLUME TO BE RESTRICTED TO 85dB</p> <p>State any seasonal variations for the performance of live music (please read guidance note 6) OUTDOOR APRIL TO OCTOBER ONLY</p> <p><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)</p> <p>NONE PLANNED.</p> <p>WE WOULD APPLY FOR A TEMPORARY EVENT NOTICE IF A SPECIFIC GUEST ENQUIRY RECEIVED</p>		
Mon	12.00	23.00			
Tue	12.00	23.00			
Wed	12.00	23.00			
Thur	12.00	23.00			
Fri	12.00	23.00			
Sat	12.00	23.00			
Sun	12.00	23.00			

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place <u>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	<p>Please give further details here (please read guidance note 5)</p> <p><b>INDOOR</b> BACKGROUND RECEPTION &amp; RESTAURNT MUSIC 09.30 to 01.30 EVENT MUSIC (DJ) from 1200 to 01.00</p> <p><b>OUTDOOR</b> ACOUSTIC BACKGROUND RECORDED MUSIC. SOUTH TERRACE (DINING TERRACE) AND CENTRAL COUTYARD 12.00 to 22.00. VOLUME TO BE RESTRICTED TO 85dB</p> <p><u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 6) OUTDOOR RESTRICTED APRIL TO OCTOBER</p> <p><u>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</u> (please read guidance note 7) New Year’s Eve - from the end of permitted hours on New Year’s Eve to the start of the permitted hours on New Year’s Day.</p>		
Mon	09.30	01.30			
Tue	09.30	01.30			
Wed	09.30	01.30			
Thur	09.30	01.30			
Fri	09.30	01.30			
Sat	09.30	01.30			
Sun	09.30	01.30			

G

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

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing  Hosted lectures or performances by theatre productions		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Mon	0930	2230		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue	0930	2230	<b><u>Please give further details here</u></b> (please read guidance note 5)  We intend to occasionally host Talks, Lectures or Theatre Productions’ such as a meal followed by a lecture by a high profile professional in there field; or a theatre production.  Outside this would be no more than 6 times per year with a minimum of one months’ written notice to our immediate neighbours and landowner.		
Wed	0930	2230			
Thur	0930	2230	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 6)		
Fri	0930	2230	Outside restricted to April to October		
Sat	0930	2230	<b><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></b> (please read guidance note 7) New Year’s Eve - from the end of permitted hours on New Year’s Eve to the start of the permitted hours on New Year’s Day.		
Sun	0930	2230			

<b>Late night refreshment</b> Standard days and timings (please read guidance note 8)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 4)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	23.00	05.00	<b>Please give further details here</b> (please read guidance note 5)  RESIDENTS ONLY		
Tue	23.00	05.00			
Wed	23.00	05.00	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 6)  NONE		
Thur	23.00	05.00			
Fri	23.00	05.00	<b>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</b> (please read guidance note 7)  NONE		
Sat	23.00	05.00	New Year's Eve - from the end of permitted hours on New Year's Eve to the start of the permitted hours on New Year's Day.		
Sun	23.00	05.00			

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"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	11.00	02.00	<p><b><u>State any seasonal variations for the supply of alcohol</u></b> (please read guidance note 6)</p> <p>ON THE PREMISES: Mon to Sat 11.00 to 02.00; Sun 11.00 to 23.00 OFF THE PREMISES: 11.00 to 23.00</p> <p>WE REQUEST TO BE ABLE TO FACILITATE OFF SITE SALES OF ALCOHOL FROM OUR COFFEE &amp; GIFT CONCESSION LOCATED WITHIN OUR COURTYARD.</p> <p>OFF PREMISES SALES WOULD ENABLE OUR GUESTS TO BUY BOTTLES OF WINE FROM OUR RESTAURANTS / CONCESSION TO CONSUME AT OWN HOME OR GIVE AS GIFTS.</p> <p><b><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></b> (please read guidance note 7)</p>		
Tue	11.00	02.00			
Wed	11.00	02.00			
Thur	11.00	02.00			
Fri	11.00	02.00			
Sat	11.00	02.00			
Sun	11.00	23.00			

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).**

NONE

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 8)			<b>State any seasonal variations</b> (please read guidance note 6)
Day	Start	Finish	
Mon	08.00	2.30	The premises is open to residents 24hrs a day  The Premises is open to public from 08.00 to 02.30
Tue	08.00	2.30	
Wed	08.00	2.30	
Thur	08.00	2.30	<p><b><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></b> (please read guidance note 7)</p> <p>New Year's Eve - from the end of permitted hours on New Year's Eve to the start of the permitted hours on New Year's Day.</p>
Fri	08.00	2.30	
Sat	08.00	2.30	
Sun	08.00	2.30	

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

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)**

1. We will continually train our staff to the standards required by all legislation.
2. The style and operation will not differ during the amended hours
3. We will continue to observe all conditions on existing licences for the additional hours of trading

**b) The prevention of crime and disorder**

1. Any person who appears to be intoxicated will not be allowed entry to the premises
2. The current level of lighting outside the premises will continue for amended hours of trading
3. Toughened glass will continue to be used during the additional hours of trading
4. The premises will only accept pass accredited proof of age cards
5. Food, soft drinks and tea and coffee; and free of charge water facilities will continue to be available until the premises closes
6. Customers past 00.00 shall be asked to wait inside on premises supervised reception areas while they wait for a taxi/transport to arrive
7. All instances of crime and disorder will be reported to the police and will be kept in an incident logbook which will be monitored by the general manager
8. Security will routinely patrol the grounds during licensable hours; with increased frequency when the business is holding functions of +100people
9. CCTV is operational, monitored & recorded across the site

**c) Public safety**

In addition to the above (b):

1. Fire Safety: Continual review of suitable Fire Risk Assessment and Checks to ensure we have implemented the necessary controls for specific events
2. Disabled People: Adequate arrangements continually reviewed to enable safe movement within the premises and their safe evacuation
3. First Aid: Adequate and appropriate FA equipment onsite, and at least one suitable First Aider will be on duty at all times.
4. Free drinking water: Will be provided at all times when the premises is open to the public
5. Signage: Is in place as part of our 'Challenge 25' campaign
6. A continuous and accurate record of our diners and hotel residents within the premises. These records are available upon request.
7. The swimming pool & surrounding areas will be supervised at all operational hours. All drinks will be decanted and served in non-glass vessels. When closed the swimming pool will be closed with secure cover.
8. A defining line will mark the
9. CCTV is operational, monitored & recorded across the site
10. Signage will be placed on the southern and western boundary informing guests not to trespass; nor to feed or disturb any grazing livestock
11. The licensable area will be clearly defined, with signage around the swimming pool area

**d) The prevention of public nuisance**

1. A nominated representative will monitor noise levels outside nearby dwellings on Elcot Lane and our south boundary during entertainment involving amplified music or speech. If, as a result of this monitoring, it is considered that the noise levels are excessive, immediate action will be taken to cause the volume of the entertainment to be reduced to suitable levels.
2. After 23:00 hours the licensee should ensure that noise from entertainment is not audible outside any dwelling in the vicinity. A record of these checks and of any action taken as a result shall be maintained in a log book kept specifically for the purpose. The log book shall be made available for inspection by an authorised officer of the licensing authority on request.
3. The licensee or a nominated representative shall receive and respond to complaints of noise throughout the duration of all entertainment and during the time that patrons are leaving the premises.
4. No explosives, pyrotechnics and fireworks of a similar nature, which could cause disturbance in surrounding areas will be used.
5. CCTV is operational, monitored & recorded across the site
6. 24 hour Duty Manager and Security presence at the property
7. Signage will be installed informing patrons to leave the property quietly and respecting our neighbours
8. Signage will be placed on the southern and western boundary informing guests not to trespass; nor to feed or disturb any grazing livestock
9. The licensable area will be clearly defined, with signage around the swimming pool area

**e) The protection of children from harm**

1. Any person who appears to be under the age of 25 will be required to produce pass accredited proof of age before being allowed to purchase or consume alcohol (as per our challenge 25 policy)
2. Film (movie) classification at the premises will be restricted to intended audience age range.
3. A certified (CRB checked) adult will be positioned to supervise all children activities.
2. 24 hour CCTV in operation

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.**

Signature	
Date	24.03.22
Capacity	CEO

**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)

Hector Ross

<b>Post town</b>	<b>Newbury</b>	<b>Post code</b>	<b>RG20 8NJ</b>
------------------	----------------	------------------	-----------------

<b>Telephone number (if any)</b>	
----------------------------------	--

<b>If you would prefer us to correspond with you by e-mail, your e-mail address (optional)</b>
--

#### Notes for Guidance

**This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.**

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
2. 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 of consumption

of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.

3. 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.
    - a performance of amplified live 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.
    - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-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:
    - 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.
    - 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.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-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 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:

- any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - 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;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - 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.
4. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  5. For example 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.
  6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  8. 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.
  9. 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'.
  10. 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 or the presence of gaming machines.
  11. Please list here steps you will take to promote all four licensing objectives together.
  12. The application form must be signed.
  13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  14. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  15. This is the address which we shall use to correspond with you about this application.