



West Lancashire Borough Council Licensing Service

Application to vary a premises licence under the Licensing Act
2003

Robert Hodge Centre
Stanley Way
Skelmersdale
Lancashire
WN8 8EE
Tel: 01695 577177
Fax: 01695 585126
Email: licensing.enquiries@westlancs.gov.uk
Website: www.westlancs.gov.uk/licensing

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 [ESTATES AND VALUATION SECTION WEST LANC'S BOROUGH COUNCIL
DEVELOPMENT AND REGENERATION DEPT.] (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

LN/000000

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description 8 WHEATSHEAF WALK, ORMSKIRK.	
Post town LANCASHIRE	Post code L39 2XA

Telephone number at premises (if any)

NONE

Non-domestic rateable value of premises

£ 12,000

Part 2 – Applicant details

Daytime contact telephone number

01695 710611

E-mail address (optional)

Rachael.Kneale@WESTLANCS.GOV.UK

Current postal address if different from premises address

DEVELOPMENT + REGENERATION DEPT
52 DERBY STREET; ORMSKIRK
LANCASHIRE

Post Town

Ormskirk

Postcode

L39 2DF

Part 3 - Variation

Do you want the proposed variation to have effect as soon as possible? Please tick ✓ (yes)

If not when do you want the variation to take effect from

Day		Month		Year			

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

EXTENSION OF LICENCED HOURS AND
PROVISION FOR REGULATED ENTERTAINMENT.

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

N/A

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:

- 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)

Please tick all that apply

-
-
-
-
-
-
-
-
-
-

Provision of late night refreshment (if ticking yes, fill in box L)

Sale by retail of alcohol (if ticking yes, fill in box M)

In all cases complete boxes K, L and M

This section is intentionally blank

A

Plays Standard days & timings (Please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick ✓ (yes) (Please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon			N/A		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 5)		
Thurs					
Fri			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 6)		
Sat					
Sun					

B

Films Standard days & timings (Please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick ✓ (yes) (Please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon			N/A		
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thurs					
Fri			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 6)		
Sat					
Sun					

C

Indoor sporting events Standard days & timings (Please read guidance note 7)			<u>Please give further details here</u> (please read guidance note 4)
Day	Start	Finish	N/A
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thurs			<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 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainment Standard days & timings (Please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick ✓ (yes) (Please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon			N/A		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thurs			<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 6)		
Fri					
Sat					
Sun					

E

Live music Standard days & timings (Please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick ✓ (yes) (Please read guidance note 3)		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 4)			
Mon	19.00	23.30				
Tue	19.00	23.30				
Wed	19.00	23.30				
Thurs	19.00	23.30				
Fri	19.00	00.00				
Sat	19.00	00.00				
Sun	16.00	23.30				
			State any seasonal variations for performing of live music (please read guidance note 5) GOOD FRIDAY, EASTER MONDAY, 2x MAY BANK HOLIDAY MONDAYS. AUGUST BANK HOLIDAY MONDAY. XMAS EVE, XMAS DAY, BOXING DAY. REQUEST ONE EXTRA HOUR. NYEARS EVE.			
			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 (please read guidance note 6)			

F

Recorded music Standard days & timings (Please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick ✓ (yes) (Please read guidance note 3)		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 4)			
Mon	08.00	00.30				
Tue	08.00	00.30				
Wed	08.00	00.30				
Thurs	08.00	01.30				
Fri	08.00	01.30				
Sat	08.00	01.30				
Sun	08.00	00.30				
			State any seasonal variations for playing of recorded music (please read guidance note 5) GOOD FRIDAY, EASTER MONDAY. 2x MAY BANK HOLIDAY MONDAYS. AUGUST BANK HOLIDAY MONDAY. XMAS EVE, CHRISTMAS DAY, BOXING DAY. N. YEARS EVE. REQUEST ONE EXTRA HOUR.			
			Non-standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)			

G

Performances of dance Standard days & timings (Please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick ✓ (yes) (Please read guidance note 3)		Indoors
					Outdoors
			Please give further details here (please read guidance note 4)		
Mon					
			State any seasonal variations for performing of dance (please read guidance note 5)		
Tue					
			Non-standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Wed					
Thurs					
Fri					
Sat					
Sun					

N/A.

This section is intentionally blank

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days & timings (Please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick ✓ (yes) (Please read guidance note 3)	Indoors	
				Outdoors	
			Both		
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed					
Thurs			State any seasonal variations for entertainment (please read guidance note 5)		
Fri			Non-standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

This section is intentionally blank

Late Night Refreshment Standard days & timings (Please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both - please tick ✓ (yes) (Please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon					
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Thurs					
Fri			Non standard timings. Where you intend to use the premises for the provision of late night entertainment at different times, to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days & timings (Please read guidance note 7)			Will the supply of alcohol be for consumption - please tick ✓ (yes) (Please read guidance note 8)	On the premises	
				Off the premises	
				Both	✓
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	11.00	00.00	GOOD FRIDAY, EASTER MONDAY, 2x MAY BANK HOLIDAY MONDAYS. AUGUST BANK HOLIDAY		
Tue	11.00	00.00	XMAS EVE, XMAS DAY, BOXING DAY, N. YEARS EVE. REQUEST ONE EXTRA HOUR.		
Wed	11.00	00.00			
Thurs	11.00	01.00	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 6)		
Fri	11.00	01.00			
Sat	11.00	01.00			
Sun	12.00	00.00			

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 9)

NONE

L

Hours premises are open to the public
Standard days & timings
(Please read guidance note 7)

Day	Start	Finish
Mon	07.00	00.30
Tue	07.00	00.30
Wed	07.00	00.30
Thurs	07.00	01.30
Fri	07.00	01.30
Sat	07.00	01.30
Sun	07.00	00.30

State any seasonal variation (please read guidance note 5)

GOOD FRIDAY, EASTER MONDAY.
2X MAY BANK HOLIDAYS.
AUGUST BANK HOLIDAY.
XMAS EVE, XMAS DAY, BOXING DAY.
NYEARS EVE.
REQUEST ONE EXTRA HOUR.

Non standard timings. Where you intend to use the premises to be open to the public at different times from those listed in the column on the left, please list
(please read guidance note 6)

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

EXTENSION TO EXISTING HOURS AND
PROVISION OF REGULATED ENTERTAINMENT.

Please tick
✓ (yes)

- 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 failed to enclose the premises licence or relevant part of premises licence

PREVIOUS LICENCE IN TENANTS NAME.
TENANT LEFT WITH LICENCE + UNABLE
TO CONTACT.

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, e) (please read guidance note 10)

PROOF OF AGE POLICY WILL BE PROMINENT, AND ALL STAFF TRAINED ACCORDINGLY.

ALL FOUR LICENSING OBJECTIVES WILL BE ACTIVE AND PROMINENT.

b) The prevention of crime and disorder

ALL STAFF WILL BE TRAINED IN SAFETY AND AWARENESS.

c) Public safety

STAFF TRAINING WILL BE A PRIORITY, AND ALL GUIDELINES STRICTLY ADHERED TO.

d) The prevention of public nuisance

GUIDELINES SET OUT IN LEGISLATION WILL BE STRICTLY ADHERED TO AND CARRIED OUT IN ALL AREAS.

e) The protection of children from harm

CHILDREN WILL NOT BE ALLOWED ONTO THE PREMISES, EXCEPT FOR DINING DURING DAY TIME HOURS.

Please tick
✓ (yes)

- I have made or enclosed payment of the fee
- 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, 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

Part 5 – Signatures (please read guidance note 10)

Signature of applicant (the proposed current premises licence holder) or applicant's solicitor or other duly authorised agent. (See guidance note 11) If signing on behalf of the applicant please state in what capacity.

Signature..... *A. McCall*

Date..... *30th November 2017*

Capacity..... *ESTATES AND VALUATION MANAGER*

Where the premises licence is jointly held signature of 2nd applicant (the proposed current premises licence holder) or 2nd applicant's solicitor or other authorised agent. (please read guidance note 12) 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 13)	
Post town	Post code
Telephone number (if any)	
If you would prefer us to correspond with you by e-mail your e-mail address (optional)	

Notes for Guidance