

LATE

AB-N-010678

251111

Licensing (Scotland) Act 2005
The Occasional Licence (Scotland) Regulations 2007
Application for an Occasional Licence

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 or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

<p>To:</p> <p>The Depute Clerk to the Board Aberdeenshire Council St. Leonards Sandyhill Road Banff AB45 1BH</p> <p>Telephone: 01261 – 813320 Fax: 01261 – 815664 Legal Post: LP-6: Banff</p>	<p>Aberdeenshire Licensing Boards</p> <p>North Aberdeenshire</p> <p>Divisional Licensing Board</p>
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1. LICENCE DETAILS (see note 1)	
Premises licence number (if applicable)	AB-NP206
Personal Licence number (if applicable)	
Name of voluntary organisation (if applicable)	THE BANFF TOWN & COUNTY CLUB (A LIMITED COMPANY)

2. PERSONAL DETAILS			
TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state)			
Surname	THE BANFF TOWN AND COUNTY CLUB A LIMITED COMPANY		
Forenames			
DATE OF BIRTH	Day	Month	Year

ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES

11 BOUNDALE STREET

Post town

BANFF

Post code

AB45 1DY

TELEPHONE NUMBERS

Daytime

Evening

Mobile

FAX NUMBER

E-mail address (if you would prefer us to correspond with you by e-mail)

3 THE PREMISES

Description of Premises

A LISTED GEORGIAN HOUSE ADAPTED TO BE A MEMBERS CLUB WITH READING ROOMS, LICENSED BAR, DINING FACILITIES, INDOOR RECREATIONS AND AN OUTSIDE BOWLING GREEN

Description of activities to be carried on in the premises

I WOULD LIKE TO CONFIRM THAT ON FRIDAY 25TH NOV. BANFF SOCIAL WORK DEPARTMENT CHRISTMAS DINNER WILL TAKE PLACE AT BANFF TOWN COUNTY CLUB. ALCOHOL WILL BE SERVED IN ACCORDANCE WITH LICENSE REGULATIONS. I UNDERSTAND AND COMPLY WITH ALL REGULATIONS OF AN OCCASIONAL LICENSE MEMBERS OF THE CLUB WHO ORGANIZED THE MEAL WILL BE IN ATTENDANCE THROUGHOUT AND

RESPONSIBLE FOR THEIR GUESTS

THE LICENSE HOLDER AND STAFF WILL BE IN PRESENT THROUGHOUT

YOURS FAITHFULLY John HAEFNER

Full postal address of premises which this application refers to

11 Baynoidie St Banff
AB45 1DY

4 DURATION OF LICENCE

From:

To:

FRIDAY 25TH NOVEMBER 2011

5. Is alcohol to be sold on & off the premises YES/NO? - provide relevant details as to hours requested when alcohol will be sold on/off the premises - delete as appropriate

Times for sale of alcohol for consumption on premises

7pm To 11-30pm

Times for sale of alcohol for consumption off premises

NOT APPLICABLE.

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

NOT APPLICABLE.

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises.

Are children or young persons permitted entry? **YES/NO** (if answered yes the remainder of this section must be completed)

Age of children or young persons permitted entry

Times at which children or young persons permitted entry

Parts of premises to which children or young persons permitted entry

7. CHECKLIST

I have =

Please tick yes

- Made or enclosed payment of the fee for the application

chq 512

7/3

#10

enclosed

8. SIGNATURE AND DECLARATION BY APPLICANT (see note 3)

DECLARATION

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))

The contents of this Application are true to the best of my knowledge and belief.

Signature

Date

20/10/11

SUPPLEMENTARY INFORMATION

<p>1. <u>Event</u></p> <p>(a) Please detail the type of event (e.g. birthday party, anniversary celebration, ceilidh, etc).</p> <p>(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc).</p>	<p>(a) CHRISTMAS PARTY DINNER</p> <p>(b) NONE.</p>
<p>2. <u>Attendance</u></p> <p>(a) Approximately how many people are expected to attend?</p> <p>(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)</p> <p>(c) In the main, what age group will form the majority of those attending? Tick one box.</p> <p>(d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)</p>	<p>16</p> <p>From EVENT ORGANIZER</p> <p>Under 18. <input type="checkbox"/> 30 - 50 <input checked="" type="checkbox"/></p> <p>18 - 30 <input type="checkbox"/> Over 50 <input type="checkbox"/></p>
<p>3. <u>Stewarding</u></p> <p>Please note it is an offence under the Private Security Industry Act 2001 to employ unlicensed door stewards. Unpaid volunteers performing this function are not covered by the Act, however. More information can be found at http://www.the-sia.org.uk/home</p> <p>(a) Please state the number, if any, of stewards to be employed at the event.</p> <p>(b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.</p>	<p>(a) NONE</p> <p>(b) NONE</p>

<p>4. <u>Layout Plans</u></p> <p>Please indicate if -</p> <p>(a) there is a plan attached to a Public Entertainment Licence issued for the premises; or</p> <p>(b) the premises is a registered club which has been issued with a premises licence; or</p> <p>(c) attach a detailed layout plan of the venue with the application</p>	<p>(a) N/A. YES/NO</p> <p>(b) YES/NO</p> <p>(c) Plan attached YES/NO</p>
<p>5. <u>Applications Lodged by Voluntary Organisations or Registered Clubs Only</u></p> <p>Please list the dates of previous occasional Licences granted by the Board between 1st January and 31st December</p>	<p>5TH APPLICATION 2011.</p>

PLEASE SUBMIT THIS SHEET WITH YOUR OCCASIONAL LICENCE APPLICATION FORM

THE BANFF TOWN & COUNTY CLUB

ADDENDUM TO APPLICATION FOR AN OCCASIONAL LICENCE

The sole reason for the current application for an occasional licence ('the application') for the event the subject of the application ('the event') is because the number of non-members attending the event may exceed the number permitted in accordance with the Licensing (Scotland) Act 2005 to be signed in by members of the Club participating in the event. This bears on some of the following points.

1. Health and safety risk assessment

The Club's existing risk assessment carried out in September 2008 and updated in October 2009 forms part of the Club's current premises licence.

The event will take place wholly within the Club premises, will be consistent with the current activities of the Club and falls entirely within the health and safety risks envisaged in the Club's existing risk assessment.

Accordingly no addition to or amendment of the Club's existing risk assessment is considered necessary for the event.

2. The five licensing objectives.

The Club already complies with the five licensing objectives set out in the Licensing Board's Statement of Licensing Policy. Since the event falls fully within the Club's existing activities, it is considered that the five licensing objectives will be complied with during the event.

3. Barn dance etc. where more than 100 persons are expected.

This does not apply. The event will not involve dancing and the number of persons admitted to the event will not exceed 40.

4. Personal licences and training of staff.

Four of the Club's members, including the full time steward, hold personal licences. These have previously been lodged with the Licensing Board for noting.

All staff working behind the bar at the Club have undergone the mandatory training and only such staff will be employed for the event.

5. Public entertainment licence.

This will not be required as there will be no charge for admission to the event.

6. Admittance

Please note in relation to items 3(a), 7 and 9 that the Club will be open to Club members for normal Club activities at the same time as the above events, although Club members who are not members or guests of the relevant association will not attend the association function.

The Club doors are kept locked at all times and only Club members and staff have keys. Non-members attending a function have to ring a bell to obtain admittance and a Club officer or member of staff will have to admit non-members attending a function and verify their entitlement to attend in accordance with the relevant organiser's arrangements. No entrance fee is charged by the Club.