

Aberdeenshire Licensing Boards
Central Aberdeenshire Divisional Licensing Board
Supplementary Statement of Licensing Policy
Members Clubs
30th November 2013 – 29th November 2016

Members' Clubs

- 9.1 With some exceptions, members' clubs are regulated under the Licensing (Scotland) Act 2005. To authorise the sale of alcohol on the premises, a premises licence will be necessary.
- 9.2 Members' Clubs are non-profit making with a constitution, and have limited access for members of the public. Each Club must submit a copy of its current Constitution when submitting an application for a Premises Licence.
- 9.3 The Board expects clubs to reflect certain operational requirements in their constitution and may impose conditions on a premises licence to that effect on the following matters:
- the business and affairs of the club shall be under the management of a committee or governing body who shall be elected for not less than one year by a general body of members;
 - the committee or governing body shall hold periodic elections and meetings;
 - correct accounts and books shall be kept showing the financial affairs and intrusions of the club;
 - no member of the committee or governing body, and no manager or staff employed in the club, shall have any personal interest in the sale of alcoholic liquor in the premises or in the profits arising therefrom;
 - there shall be a definable subscription payable in advance by members of the club;
 - no persons shall be allowed to become honorary or temporary members of the club or be relieved of the payment of the regular entrance fee or subscription, except those possessing certain qualifications defined in the constitution;
 - a maximum of 3 visitors per member shall be permitted in the club premises provided they are signed into the club by that member into a book kept for that purpose by the club

The above list is not exhaustive.

- 9.4 Clubs must keep their constitutions updated and, when revised, submit a copy of the revised constitution to the Clerk to the Board.
- 9.5 Clubs must also ensure their constitution, accounts and entry book are available for inspection by the LSO and the Police at all reasonable times.
- 9.6 Members clubs must apply for one occasional licence per each separate event during the festive season, including festive lunches and dinners.

- 9.7 Where there are any changes to the list of connected persons in relation to the Club, the Club **must submit details** of the names, addresses, postcodes, dates and places of birth of the new connected persons and an updated list of all connected persons, to the Clerk to the Board, within 28 calendar days of the changes to connected persons being approved by the Club's governing body. This is a statutory requirement and a local condition and failure to comply may result in a review by the LSOs.