



**Council of the
ISLES OF SCILLY**

Licensing Department
Town Hall
St Mary's
Isles of Scilly
TR21 OLW
Tel: 03001234105

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Application to Vary 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 [REDACTED].....
(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
[REDACTED]

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description
[REDACTED]

Post town	[REDACTED]	Postcode	[REDACTED]
Telephone number at premises (if any)	[REDACTED]		
Non-domestic rateable value of premises	[REDACTED]		

Part 2 – Applicant details

Daytime contact telephone number	[REDACTED]		
E-mail address (optional)	[REDACTED]		
Current postal address if different from premises address	[REDACTED]		
Post town	[REDACTED]	Postcode	[REDACTED]

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
[] [] [] [] [] [] [] []

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

The venue is used both as a Public House, as well as community space. As such, entertainment may take place in any part of the site for commercial gain, or community or educational use through association with the local school or community groups, at any reasonable time through the day, and through the week.

To facilitate this, we aim to alter the opening hours to allow greater flexibility for live music, cinema, theatre, dance, performance or other community use throughout all opening times, as well as for special events such as Christmas and New Year’s Eve. The changes proposed herein are to cover a range of options for the operation of the venue and its place as a performing arts and community hub.

Altering operating times will also allow judgement to be made in terms of dispersing crowds and managing numbers on busy nights. By having the ability to choose to extend hours on occasion we hope to offer a safe alternative to other late night venues on the island.

Any changes are to allow these activities to take place as and when required within the usual operation of the venue, which will continue to keep to a pattern of reasonable hours.

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 tick all that apply
a) plays (if ticking yes, fill in box A)	X
b) films (if ticking yes, fill in box B)	X
c) indoor sporting events (if ticking yes, fill in box C)	X
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	<input type="checkbox"/>
e) live music (if ticking yes, fill in box E)	X
f) recorded music (if ticking yes, fill in box F)	X
g) performances of dance (if ticking yes, fill in box G)	X
h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	X
 <u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	 <u>X</u>
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	X
In all cases complete boxes K, L and M	

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	X
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) Plays may be performed by local or visiting companies. Each event may take place at any time of the day, and either for commercial gain, community or educational purposes. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue.		
Mon	09:00	00:30			
Tue	09:00	00:30			
Wed	09:00	00:30	<u>State any seasonal variations for performing plays</u> (please read guidance note 5) It is likely there will be more evening focussed plays through the summer months, more morning or daytime plays by association with the school or community groups in the winter months.		
Thur	09:00	00:30			
Fri	09:00	01:30	<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 6)		
Sat	09:00	01:30	Timings on left cover all options for increased flexibility in performance of plays within the venue site.		
Sun	09:00	00:30			

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	X
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) Films may be shown at any time of the day, and either for commercial gain, community or educational purposes. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue. <u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5) It is likely there will be more evening/commercially focussed films through the summer months, more morning or daytime films by association with the school or community groups in the winter months. <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 6) Timings on left cover all options for increased flexibility in showing of films within the venue site.		
Mon	09:00	00:30			
Tue	09:00	00:30			
Wed	09:00	00:30			
Thur	09:00	00:30			
Fri	09:00	01:30			
Sat	09:00	01:30			
Sun	09:00	00:30			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<p><u>Please give further details</u> (please read guidance note 4) Indoor sporting events are taken in this application to include pub games such as darts and pool. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue.</p>
Day	Start	Finish	
Mon	09:00	00:30	<p><u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5) Community groups and tournaments on the pub games circuit are more likely to take place during the winter months</p>
Tue	09:00	00:30	
Wed	09:00	00:30	<p><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) Timings on left cover all options for increased flexibility in performance of indoor sporting events within the venue site. Any games on New Year's Eve (31/12 – 01/01) will be presented within the opening hours of the site.</p>
Thur	09:00	00:30	
Fri	09:00	01:30	
Sat	09:00	01:30	
Sun	09:00	00:30	

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)					
Mon								
Tue								
Wed						<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur								
Fri						<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)		
Sat								
Sun								

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	X
Day	Start	Finish	<p>Please give further details here (please read guidance note 4) Live music may be performed by local or visiting artistes. Each event may take place at any time of the day, and either for commercial gain, community or educational purposes. Live music may be presented acoustically or amplified. Doors and windows facing local housing will be kept closed during any amplified indoor performance, and any amplified outdoor performance will face away from the local population. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue.</p> <p>State any seasonal variations for the performance of live music (please read guidance note 5) It is likely there will be more frequent evening / commercial live music events through the summer months, more morning or daytime music by association with the school or community groups in the winter months.</p> <p>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) Timings on left cover all options for increased flexibility in performance of live music within the venue site. Any live music performed outdoors will have a curfew of 23:30 as standard. Live music on New Year’s Eve (31/12 – 01/01) will be indoors after 23:30 and presented within the opening hours of the site.</p>		
Mon	09:00	00:30			
Tue	09:00	00:30			
Wed	09:00	00:30			
Thur	09:00	00:30			
Fri	09:00	01:30			
Sat	09:00	01:30			
Sun	09:00	00:30			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	X
Mon	09:00	00:30	<p>Please give further details here (please read guidance note 4)</p> <p>Recorded music may be played at any reasonable time of the day, while the building is in use by the public, community or educational groups. Recorded music may be presented indoors or outdoors. Doors and windows facing local housing will be kept closed during any amplified indoor performance, and any amplified outdoor performance will face away from the local population. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue.</p> <p>State any seasonal variations for the playing of recorded music (please read guidance note 5)</p> <p>Recorded music may be played any time the public, community or school groups are using the building / facilities.</p> <p>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 (please read guidance note 6)</p> <p>Timings on left cover all options for increased flexibility to allow recorded music to play at an appropriate level while the public may still be on site.</p> <p>Any recorded music on New Year’s Eve (31/12 – 01/01) will be indoors after 23:30 and within the opening hours of the site.</p>		
Tue	09:00	00:30			
Wed	09:00	00:30			
Thur	09:00	00:30			
Fri	09:00	01:30			
Sat	09:00	01:30			
Sun	09:00	00:30			

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	X
Day	Start	Finish	<p><u>Please give further details here</u> (please read guidance note 4) Dance may be performed by local or visiting companies. Each event may take place at any time of the day, and either for commercial gain, community or educational purposes. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue.</p> <p><u>State any seasonal variations for the performance of dance</u> (please read guidance note 5) It is likely there will be more frequent evening / commercial focussed dance through the summer months, more morning or daytime dance by association with the school or community groups in the winter months.</p> <p><u>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</u> (please read guidance note 6) Timings on left cover all options for increased flexibility in performance of dance within the venue site.</p>		
Mon	09:00	00:30			
Tue	09:00	00:30			
Wed	09:00	00:30			
Thur	09:00	00:30			
Fri	09:00	01:30			
Sat	09:00	01:30			
Sun	09:00	00:30			

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</p>	Indoors	<input type="checkbox"/>
Mon	09:00	00:30		Outdoors	<input type="checkbox"/>
				Both	X
Tue	09:00	00:30	<p><u>Please give further details here</u> (please read guidance note 4) Any live entertainment similar to those listed individually above will be presented sympathetically to the time of day, location and style of event. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue.</p>		
Wed	09:00	00:30			
Thur	09:00	00:30	<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5) It is likely more events will take place outdoors during the summer months, more frequently indoors during the winter.</p>		
Fri	09:00	01:30			
Sat	09:00	01:30	<p><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> (please read guidance note 6) The timings listed cover the majority of eventualities where entertainment may be presented at the venue site.</p>		
Sun	09:00	00:30			

I

Late night refreshment Standard days and timings (please read guidance note 7)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	X
Day	Start	Finish			
Mon	23:00	00:30	<u>Please give further details here</u> (please read guidance note 4) Allowing an option to have hot food available onsite within normal operating hours. This application seeks to allow the programming of licensable activities within the proposed opening times of the venue.		
Tue	23:00	00:30			
Wed	23:00	00:30	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5) Outdoor catering and late night catering are more likely during the summer months. Any late night events with catering during the winter are likely to be sporadic		
Thur	23:00	00:30			
Fri	23:00	01:30	<u>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</u> (please read guidance note 6) The timings listed cover the majority of eventualities where late night refreshment may be available at the venue site. Option for Christmas eve / day (24/12 – 25/12) until 01:00 as standard New Years Eve (31/12 – 01/01) from the beginning of normal licensed hours to the end of normal licensed hours on New Year's Day		
Sat	23:00	01:30			
Sun	23:00	00:30			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
Day	Start	Finish		Off the premises	<input type="checkbox"/>
Mon	11:00	00:30	State any seasonal variations for the supply of alcohol (please read guidance note 5) Winter hours are likely to be shorter, this application is to cover all options for hours.	Both	X
Tue	11:00	00:30			
Wed	11:00	00:30			
Thur	11:00	00:30	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) Christmas Eve into Day (24/12 – 25/12) until 01:00 as standard. Christmas Day (25/12) hours as per the day of trading upon which it falls. New Year’s Eve (31/12 – 01/01) from the beginning of normal licensed hours to the end of normal licensed hours on New Year’s Day. Any Sunday before a Bank Holiday Monday the same hours as Saturday into Sunday.		
Fri	11:00	01:30			
Sat	11:00	01:30			
Sun	11:00	00:30			

K

<p>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).</p> <p>Any film showings with age guidance are adhered to, and ID checks are in place as necessary.</p>
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L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) It is likely shorter hours will be maintained as standard in the winter months. These hours will be operated in conjunction with varied events and sympathetically to the nature of the event and the time of year.
Day	Start	Finish	
Mon	11:00	00:30	
Tue	11:00	00:30	
Wed	11:00	00:30	
Thur	11:00	00:30	
Fri	11:00	01:30	
Sat	11:00	01:30	
Sun	11:00	00:30	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 (please read guidance note 6) Christmas Eve into Day (24/12 – 25/12) until 01:00 as standard. Christmas Day (25/12) hours as per the day of trading upon which it falls. New Year's Eve (31/12 – 01/01) from the beginning of normal licensed hours to the end of normal licensed hours on New Year's Day. Any Sunday before a Bank Holiday Monday the same hours as Saturday into Sunday.

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.

Restrictions for provision of entertainment for recorded and live music, as well as longer licensing hours to allow flexibility of event programming.

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

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

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 10)

On busy events a member of staff is always dedicated to managing the event and its associated crowd. For larger venue-wide events the site is patrolled at regular intervals by venue management and staff supervisors monitoring noise levels both inside and out, and movement and behaviour of the public, around the site.

An open and approachable policy is employed so all customers can report suspicions or unease to members of staff without fear of judgement or reproach.

b) The prevention of crime and disorder

As above the venue is regularly patrolled. Bag searches are carried out at the discretion of the management.

Staff are briefed to communicate when customers may be troublesome, and will support each other in taking steps to de-escalate situations, and either moving individuals on or denying service as may be deemed necessary.

Dedicated staff are visible in uniform should members of the public need assistance.

c) Public safety

The regular patrols include checks into the venue and its state of physical repair. Longer / later hours mean an enhanced programme of maintenance will be carried out and reports of broken fixtures or fittings will continue to be dealt with at the earliest opportunity.

d) The prevention of public nuisance

At closing times all customers are encouraged to move on quickly and quietly, and not loiter in the area of the venue. No late offsite sales are made to individuals who are presenting as under the influence or troublesome (see part b).

Any crowd dispersal is managed conscientiously to the neighbouring areas, and we are in regular communication with the local residents about noise levels and crowd control.

Noise levels within the venue are contained and directed away from local population, with doors and windows facing residential areas remaining closed during amplified events.

Prominent, clear notices are displayed at exits requesting that customers respect the needs of local residents and leave the premises and the area quietly.

e) The protection of children from harm

The venue is regularly visited by families and is proud of its record with regard to the safe environment created for children. Regularly hosting children's events we have the facility to isolate entrances and toilets for children as required.

We operate Challenge 25 and once appropriate ID is shown a stamp is given to the individual.

A glass policy is in place in the venue whereby alcohol and soft drinks are served in distinct drinkware and potential underage drinking is actively monitored.

Any entertainment presented with age restrictions is policed by the duty manager.

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, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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 11)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	01/09/2024
Capacity	Director

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 13). **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 14)

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) [REDACTED]			

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 to 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 for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. 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.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. 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.
8. 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'.
9. 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.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.

13. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
14. This is the address which we shall use to correspond with you about this application.