

ANNEX 1

Application for a premises licence to be granted under the Licensing Act 2003 8 APR 2010

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 Test Valley Borough Council
 (insert name(s) of applicant)
 apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
Beech Hurst Park, Weyhill Road, Andover			
Post town	Andover	Post code	SP10 3AJ
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£	

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as
 Please tick yes

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B)
 - ii. as a partnership please complete section (B)

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- iii as an unincorporated association or please complete section (B)
- iv other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)
- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
 - statutory function or
 - a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>		Mrs <input type="checkbox"/>		Miss <input type="checkbox"/>		Ms <input type="checkbox"/>		Other Title (for example, Rev)	
Surname					First names				
I am 18 years old or over					<input type="checkbox"/> Please tick yes				
Current postal address if different from premises address									
Post Town						Postcode			
Daytime contact telephone number									
E-mail address									

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(optional)	
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SECOND INDIVIDUAL APPLICANT (if applicable)

M r	<input type="checkbox"/>	Mr s	<input type="checkbox"/>	Mis s	<input type="checkbox"/>	M s	<input type="checkbox"/>	Other Title (for example, Rev)	
Surname						First names			
I am 18 years old or over								<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address									
Post Town							Postcode		
Daytime contact telephone number									
E-mail address (optional)									

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name - Leisure & Wellbeing Service – Test Valley Borough Council
Address Test Valley Borough Council Beech Hurst Weyhill Road Andover SP10 3AJ
Registered number (where applicable)

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Description of applicant (for example, partnership, company, unincorporated association etc.)
Local Authority
Telephone number (if any) 01264 368815
E-mail address (optional) kharrington@testvalley.gov.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

Day		Month		Year	
01	08	2	0	1	0

If you wish the licence to be valid only for a limited period, when do you want it to end?

Day		Month		Year	

<p>Please give a general description of the premises (please read guidance note1)</p> <p>Beech Hurst park – public landscaped park with no specific amenities – Pedestrian and emergency vehicle access to the park is through the car park to Test Valley Borough Council car parks, with additional pedestrian access points from Salisbury Road</p>
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If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

N/A

What licensable activities do you intend to carry on from the premises?
(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

- | <u>Provision of regulated entertainment</u> | Please tick yes |
|---|--------------------------|
| 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) | <input type="checkbox"/> |

- 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 entertainment facilities:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

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

Supply of alcohol (if ticking yes, fill in box M)

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
Mon	10.00	22.00	Please give further details here (please read guidance note 3) Plays aimed at a family audience with amplified and un-amplified music	Both	<input type="checkbox"/>
Tue	10.00	22.00			
Wed	10.00	22.00	State any seasonal variations for performing plays (please read guidance note 4)		
Thur	10.00	22.00			
Fri	10.00	22.00			
Sat	10.00	22.00	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 5)		
Sun	10.00	22.00			

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
Mon	10.00	22.00	Please give further details here (please read guidance note 3) Option to show family orientated films on a large screen in the park	Both	<input type="checkbox"/>
Tue	10.00	22.00			
Wed	10.00	22.00	State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur	10.00	22.00			
Fri	10.00	22.00	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 5)		
Sat	10.00	22.00			
Sun	10.00	22.00			

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finis h		Outdoors	<input checked="" type="checkbox"/>
Mon	10.0 0	22.0 0	Please give further details here (please read guidance note 3) Bands will perform amplified and acoustic music from a temporary stage when associated with a public event where people could be roaming around the park	Both	<input type="checkbox"/>
Tue	10.0 0	22.0 0			
Wed	10.0 0	22.0 0	State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur	10.0 0	22.0 0			
Fri	10.0 0	22.0 0	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 5)		
Sat	10.0 0	22.0 0			
Sun	10.0 0	22.0 0			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
Mon	10.00	22.00	Please give further details here (please read guidance note 3) Amplified recorded music in association with plays, performance and films will be played	Both	<input type="checkbox"/>
Tue	10.00	22.00			
Wed	10.00	22.00	State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Thur	10.00	22.00			
Fri	10.00	22.00	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 5)		
Sat	10.00	22.00			
Sun	10.00	22.00			

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	10.00	22.00	Please give further details here (please read guidance note 3) Dance will be in the form of structured performances on stage or related to plays and drama. Spontaneous dancing may occur depending on the nature of the event		
Tue	10.00	22.00			
Wed	10.00	22.00	State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur	10.00	22.00			
Fri	10.00	22.00	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 (please read guidance note 5)		
Sat	10.00	22.00			
Sun	10.00	22.00			

I

Provision of facilities for making music Standard days and timings (please read guidance note 6)			Please give a description of the facilities for making music you will be providing										
			<table border="1"> <tr> <td>Will the facilities for making music be indoors or outdoors or both – please tick (please read guidance note 2)</td> <td>Indoors</td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td>Outdoors</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td>Both</td> <td><input type="checkbox"/></td> </tr> </table>		Will the facilities for making music be indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>		Outdoors	<input checked="" type="checkbox"/>		Both	<input type="checkbox"/>
Will the facilities for making music be indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>											
	Outdoors	<input checked="" type="checkbox"/>											
	Both	<input type="checkbox"/>											
Day	Start	Finish											
Mon	10.00	22.00	Please give further details here (please read guidance note 3) This would take the form of music workshops at which the public would be invited to play un-amplified musical instruments. This could take the form of organic/junk instruments created through the workshops										
Tue	10.00	22.00											
Wed	10.00	22.00	State any seasonal variations for the provision of facilities for making music (please read guidance note 4)										
Thur	10.00	22.00											
Fri	10.00	22.00	Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list (please read guidance note 5)										
Sat	10.00	22.00											
Sun	10.00	22.00											

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J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick (see guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give a description of the facilities for dancing you will be providing		
Mon	10.00	22.00	Dancing performed on temporary stage or as part of a roaming performance around the park		
Tue	10.00	22.00	Please give further details here (please read guidance note 3)		
			Formal performance or spontaneous dancing linked to performances in the park		
Wed	10.00	22.00	State any seasonal variations for providing dancing facilities (please read guidance note 4)		
Thur	10.00	22.00			
Fri	10.00	22.00	Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	10.00	22.00			
Sun	10.00	22.00			

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M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>	
Day	Start	Finis h		Off the premises	<input type="checkbox"/>	
Mon	11.0 0	21.0 0	State any seasonal variations for the supply of alcohol (please read guidance note 4) A local licensed company will be sourced to sell alcohol on the premises for a small number of public events – licensed security personnel will always be on site if there is to be the sale of alcohol	Both	<input type="checkbox"/>	
Tue	11.0 0	21.0 0				
Wed	11.0 0	21.0 0				
Thur	11.0 0	21.0 0		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 5)		
Fri	11.0 0	21.0 0				
Sat	11.0 0	21.0 0				
Sun	11.0 0	21.0 0				

**State the name and details of the individual whom you wish to specify
on the licence as premises supervisor**

Name Heather Whittam

Personal Licence number (if known) LN200500531
Issuing licensing authority (if known) Bracknell Forest Borough Council

N

<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 8)</p> <p>N/A</p>

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4) N/A
Day	Start	Finish	
Mon			

Tue			<p><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> (please read guidance note 5)</p>
Wed			
Thur			
Fri			
Sat			
Sun			

P Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

Specific Events

- Staffing of events will be managed by a team of licensed SIA stewards and volunteers
- Employing the services of professional security staff will be undertaken where alcohol is served

b) The prevention of crime and disorder

The supply of alcohol will be limited to individual events

- It will be a requirement of leasing for events that staff are provided by the hirer or organisation. This may be in the form of volunteer assistance.
- Where large numbers of people are expected and when alcohol is on sale, on-site accredited security staff will be employed for the duration of the event
- Where set up and take down of stages etc goes over more than one day, event security staff will remain on site to protect equipment
- Police will be fully informed of all events within the park

c) Public safety

Insurance for the site is provided by Test Valley Borough Council. For specific events we will:

- Ensure all participants hold sufficient public liability insurance
- All participants leading workshops at events will submit risk assessments for their infrastructure and activity
- Specific site based risk assessments to be completed for each event
- SIA stewards recruited if required
- Security staff recruited if required
- First aid present depending on size and nature of event
- Submission of event manual and emergency management plan to satisfy concerns of police and other emergency services

d) The prevention of public nuisance

- Use of trained security staff where applicable
- Volunteer stewards recruited for each event
- Keeping police informed of park events
- On site parking reduces traffic flow through town centre
- Provision of AA signs or similar where deemed appropriate

e) The protection of children from harm

The Council's Child Protection Policy will be followed for all events. This information will be provided to organisation who hire the park

Please tick yes

- I have made or enclosed payment of the fee

✓