



Northumberland County Council County Hall, Morpeth, Northumberland, NE61 2EF.
Tel: 0845 6006400

Application to vary a premises licence 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 Sarah Louise Carmichael and Robert Kingsley

(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 NPR/1743
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
The Plough Inn, Allerdean			
Post town	Berwick upon Tweed	Post code	TD15 2TD

Telephone number at premises (if any)	01289 387206
Non-domestic rateable value of premises	£12250

Part 2 – Applicant details

Daytime contact telephone number	07899 917617		
E-mail address (optional)	sarah.charmichael@bourne-leisure.co.uk		
Current postal address if different from premises address	Belmont House 76 Shielfield Terrace		
Post Town	Berwick upon Tweed	Postcode	TD15 2EE

Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible?

If not do you want the variation to take effect from

Day		Month		Year	

Please describe briefly the nature of the proposed variation (Please see guidance note 1)

The following changes to the licensed premises are proposed, all of which are shown on the plan forming part of this application (Drawing Number A101) dated 19.07.2017 ('the Plan'):

1. A new-build conservatory to the front of the building; and
2. Alterations to the internal layout of the premises to form new areas marked 'Lounge Area', 'Stage Area', 'Main Bar Area' and 'Dining Area' and otherwise as shown on the Plan; and
3. Incorporation within the licensed area of external areas being those marked 'Patio', 'Decking Area' and 'Lower Terraced Garden Area' on the Plan; and

so that the licensed area is now shown edged red on the Plan.

2)

Additional provision of regulated entertainment, provision of entertainment facilities, provision of late night refreshment and an amendment to the hours for the sale by retail of alcohol - all of which are set out in Part 4 'the Operating Schedule' of this application.

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 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)
- 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)

Sale by retail 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)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	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 3)		
Mon					
			<u>State any seasonal variations for performing plays</u> (please read guidance note 4)		
Tue					
			<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 5)		
Wed					
Thur					
Fri					
Sat					
Sun					

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"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur					
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 5)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Tue			
Wed			
Thur			<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 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
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 5)		
Sat					
Sun					

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"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon	10:00	01:00	Vocal and instrumental performances by bands, solo performers, ceilidhs, classical music artistes, 'open-mike' events, karaoke and similar - both amplified and non-amplified		
Tue	10:00	01:00			
Wed	10:00	01:00	State any seasonal variations for the performance of live music (please read guidance note 4) None		
Thur	10:00	01:00			
Fri	10:00	01:00	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) None		
Sat	10:00	01:00			
Sun	10:00	01:00			

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"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input checked="" type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3)					
Mon	10:00	01:00	Recorded music provided at events such as birthdays, weddings, anniversaries and similar family occasions; other social and business events and functions; and around and between live performances of music; karaoke; music at a disco; and provided as incidental to other activities					
Tue	10:00	01:00						
Wed	10:00	01:00	State any seasonal variations for the playing of recorded music (please read guidance note 4)					
Thur	10:00	01:00	None					
Fri	10:00	01:00	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	01:00				None		
Sun	10:00	01:00						

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	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 3)		
Mon					
Tue			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
Wed					
Thur			<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 5)		
Fri					
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment you will be providing</u> Garden fetes, and activity of a like description to that falling within (e) (f) or (g) and not specifically described there		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon	10:00	22:00		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue	10:00	22:00	<u>Please give further details here</u> (please read guidance note 3)		
Wed	10:00	22:00			
Thur	10:00	22:00	<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4) None		
Fri	10:00	22:00			
Sat	10:00	22:00	<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 5) None		
Sun	10:00	22:00			

Provision of facilities for making music Standard days and timings (please read guidance note 6)			<u>Please give a description of the facilities for making music you will be providing</u> Facilities to permit artists to practice and rehearse on the premises	
			<u>Will the facilities for making music be indoors or outdoors or both – please tick</u> (please read guidance note 2)	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) It is intended that such facilities will be employed by those intending to perform at the premises for the entertainment of the public or guests <u>State any seasonal variations for the provision of facilities for making music</u> (please read guidance note 4) None <u>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</u> (please read guidance note 5) None	
Mon	10:00	12:00		
	16:00	20:00		
Tue	10:00	12:00		
	16:00	20:00		
Wed	10:00	12:00		
	16:00	20:00		
Thur	10:00	12:00		
	16:00	20:00		
Fri	10:00	12:00		
	16:00	20:00		
Sat	10:00	12:00		
	16:00	20:00		
Sun	10:00	12:00		
	16:00	20:00		

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			<u>Will the facilities for dancing be indoors or outdoors or both – please tick</u> (see guidance note 2)	Indoors <input type="checkbox"/> Outdoors <input type="checkbox"/> Both <input checked="" type="checkbox"/>
			<u>Please give a description of the facilities for dancing you will be providing</u> Areas both inside and outside at the premises	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) For those participating in dance as audience members at an event where either (or both) of recorded and live music is provided	
Mon	10:00	01:00		
Tue	10:00	01:00		
Wed	10:00	01:00	<u>State any seasonal variations for providing dancing facilities</u> (please read guidance note 4) None	
Thur	10:00	01:00		
Fri	10:00	01:00		
Sat	10:00	01:00	<u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing at different times to those listed in the column on the left, please list</u> (please read guidance note 5) None	
Sun	10:00	01:00		

K

Provision of facilities for entertainment of a similar description to that falling within i or j Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment facility you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3)		
Wed					
Thur			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun					

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 type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	10:00	01:00	State any seasonal variations for the supply of alcohol (please read guidance note 4) None		
Tue	10:00	01:00			
Wed	10:00	01:00			
Thur	10:00	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 5)	
Fri	10:00	01:00		None	
Sat	10:00	01:00			
Sun	10:00	01:00			

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>No such entertainment or service is intended</p>
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L

Late night refreshment Standard days and timings (please read guidance note 6)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	23:00	05:00	<u>Please give further details here</u> (please read guidance note 3) The supply of hot food and/or drink. It is expected that this will be secondary to the other activities set out in the Operating Schedule.	Both	<input checked="" type="checkbox"/>
Tue	23:00	05:00			
Wed	23:00	05:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur	23:00	05:00			
Fri	23:00	05:00	<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 5)		
Sat	23:00	05:00			
Sun	23:00	05:00			

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4) None
Day	Start	Finish	<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) None
Mon	00:00	24:00	
Tue	00:00	24:00	
Wed	00:00	24:00	
Thur	00:00	24:00	
Fri	00:00	24:00	
Sat	00:00	24:00	
Sun	00:00	24:00	

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

None

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

N/A

P 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 9)

Please refer to the specific proposals set out below

b) The prevention of crime and disorder

1. The Designated Premises Supervisor shall ensure that at all times when the premises are open for any licensable activity, there are sufficient, competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder.
2. The maximum number of persons permitted in each of the following areas (all being marked on the Plan accompanying this application) at any one time shall not exceed:

Lounge Area:	70
Main Bar Area:	60
Dining & Conservatory Area:	74
Lower Terraced Garden Area:	300
3. A suitably worded sign of sufficient size and clarity shall be displayed at a suitable location at the Bar advising customers that they may be asked to produce evidence of their age.

c) Public safety

1. Firefighting equipment shall be provided in the licensed premises in accordance with an appropriate risk assessment and shall be inspected and serviced in line with the appropriate British Standard.
2. All escape routes and exits shall be kept unobstructed, in good order with non-slippery and even surfaces, free of trip hazards and clearly identified.
3. All exit doors, whenever the premises are occupied, shall be easily openable in the case of an emergency, without the use of a key, card, code or similar means.
4. Notices detailing the actions to be taken in the event of fire or other emergency, including how to summon the fire brigade, shall be prominently displayed and protected from damage and deterioration.
5. Fire safety signs shall be incorporated.
6. Emergency lighting shall be provided in accordance with British Standard 5266 (current edition) or an equivalent standard approved by the Licensing Authority.

d) The prevention of public nuisance

1. Prominent clear and legible notices are to be displayed at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.
2. The premises shall install and maintain a digital CCTV system. All internal public areas of the licensed premises will be covered. The CCTV cameras shall continually record while the premises are open to the public and recording shall be kept available and unedited for a minimum of 28 days with the date and time stamping. Any footage must be in a format that can be played back on a standard personal computer or standard DVD player. Where the recording is on a removable medium (i.e. compact disc, flash card etc.), a secure storage system to store those recording mediums shall be provided.
3. Noise and Vibration:-
 - 3.1 Any amplified music played or performed in the Lower Terraced Garden Area shall be restricted to a noise-level agreed with an authorised Environmental Health Officer of the local authority and shall be kept under review.
 - 3.2 The Designated Premises Supervisor or appropriately trained, nominated individual shall ensure that noise or vibration does not emanate from the premises so as to cause a nuisance to nearby properties. This might be achieved by a simple requirement to keep doors and windows at the premises closed, or to use noise limiters on amplification used at the premises.
4. Staff shall monitor customers smoking outside the premises on a regular basis and ensure patrons do not cause a public nuisance.
5. Notices shall be prominently displayed at any area used for smoking, requesting patrons to respect the needs of local residents and use the area quietly.
6. The licence holder shall make readily available to patrons contact information for hackney carriage and/or private hire firms to provide transport for patrons, who will be encouraged to use such services.
7. Internal and external lighting provided for the purpose of customer and staff safety and for the security of the premises shall be so positioned to not cause nuisance to neighbouring or adjoining properties.
8. Lighting associated with activities of entertainment shall be positioned so as not to cause nuisance to neighbouring or adjoining properties

e) The protection of children from harm

1. All staff involved in the sale of alcohol shall be properly trained and instructed in the importance of not selling alcohol to persons under the age of 18.
2. Suitable means of proof of age shall be requested from persons who do not appear to have attained the age of 21 years to prove that they are 18 years old or over before the sale of alcohol to such persons.
3. Children shall only be permitted on the premises whilst under the supervision of a responsible adult.
4. Alcohol shall not be consumed within the area marked 'Children's Play Area' on the Plan

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

Signature	
Date	25-07-2017
Capacity	

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 12). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	25-07-2017
Capacity	Solicitor for Robert Kingsley

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 13)			
Mr MT Butson, Messrs TC Smith			
9 Church Street			
Post town	Berwick upon Tweed	Post code	TD15 1EF
Telephone number (if any)	01289 301284		
If you would prefer us to correspond with you by e-mail your e-mail address (optional)			
mtb@tcsmith.co.uk			

When complete, return this form to the nearest Northumberland County Council licensing office – please refer to the guidance notes on the website for details.