

Application for 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 TRUSTEES OF TINTERN RECREATION CENTRE AND VILLAGE HALL
(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 Tintern Recreation Centre & Village Hall Tintern Chepstow Monmouthshire NP16 6SZ			
Post town	Chepstow	Postcode	NP16 6SZ

Telephone number at premises (if any)	NA
Non-domestic rateable value of premises	£ 5,800

Part 2 - Applicant details

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

a)	an individual or individuals *		please complete section (A)
b)	a person other than an individual *		
i	as a limited company/limited liability partnership		please complete section (B)
ii	as a partnership (other than limited liability)		please complete section (B)
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	X	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 in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		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 (by ticking yes to one box below):

- 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	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)					

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Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(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 TINTERN RECREATION CENTRE AND VILLAGE HALL
Address Tintern Village Hall Tintern Chepstow Monmouthshire NP16 6SZ

Registered number (where applicable)
Registered charity number 505037

Description of applicant (for example, partnership, company, unincorporated association etc.)

Charlty

Part 3 Operating Schedule

When do you want the premises licence to start?

DD		MM		YYYY			
0	1	0	3	2	0	2	4

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

DD		MM		YYYY			

Please give a general description of the premises (please read guidance note 1)

The premises are the Village Hall community centre in the village of Tintern. The building comprises a main hall room, adjacent smaller meeting room, kitchen, toilet facilities and shower/changing room, together with a front car park, rear car park and a playground and garden area.

We are applying for the premises licence to cover the full site (including the outside areas). This is to allow for our community fundraising events to potentially include the sale of alcohol outside (for example: an outdoors prosecco bar at a community event/village summer picnic etc; or at our monthly local farmer's market for the local vineyard, brewery or cider producer to trade from an outdoors stall). The Hall already holds annual Street Trading Consent.

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 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
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)	

<u>Provision of late night refreshment</u> (If ticking yes, fill in box I)	
<u>Supply of alcohol</u> (If ticking yes, fill in box J)	X

In all cases complete boxes K, L and M

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	
				Off the premises	
Day	Start	Finish		Both	X
Mon	16:00	23:00	State any seasonal variations for the supply of alcohol (please read guidance note 5) We request that for New Years Eve a finish time of 24:00 be permitted (for example, to allow a community New Year's Eve party).		
Tue	16:00	23:00			
Wed	16:00	23:00			
Thur	16:00	23:00	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 6) We request that an earlier start and longer period of 10:00 to 23:30 for Bank Holidays be permitted (for example, our Easter Craft Fair community events may fall on Bank Holiday Mondays and we would require the licence to permit sales throughout the entire events which typically begin at 10:00am).		
Fri	16:00	23:30			
Sat	10:00	23:30			
Sun	10:00	23:30			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	
Date of birth	
Address	
N/A We are making an accompanying application to disapply the DSP provision as these are community premises managed by a management committee.	
Postcode	
Personal licence number (if known)	

Issuing licensing authority (if known)

K

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).

We do not envisage any areas of concern in respect of children.

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) Please note that Tintern Village Hall does not have standard/regular opening days/times because the premises are <u>not</u> freely open to the public.
Day	Start	Finish	The premises are <u>only</u> open to the public on days/times when: (a) the Management Committee holds events which are open to the public (e.g. community events, craft fairs, farmers' markets, village quiz nights); (b) local community groups hire the hall for their events/activities (e.g. Community Council meetings, film nights, village youth group, Garden Club meetings); and (c) when private hirers have hired the premises for use (e.g. Zumba classes, pilates classes, childrens birthday parties).
Mon	08:00	24:00	
Tue	08:00	24:00	
Wed	08:00	24:00	
Thur	08:00	24:00	
Fri	08:00	24:00	
			<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 6)

Sat	08:00	24:00	
Sun	08:00	24:00	

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

We enclose our proposed conditions for hire of Tintern Village Hall in relation to any request by hirers of the premises for permission to undertake sales of alcohol under the Premises Licence.

b) The prevention of crime and disorder

Nothing beyond compliance with existing requirements.

c) Public safety

Nothing beyond compliance with existing health & safety, fire safety and liability insurance etc requirements.

d) The prevention of public nuisance

Nothing beyond compliance with existing requirements.

e) The protection of children from harm

Nothing beyond compliance with existing requirements and our safeguarding policy.

Checklist:

Please tick to indicate agreement

• I have made or enclosed payment of the fee.	X
• I have enclosed the plan of the premises.	X
• I have sent copies of this application and the plan to responsible authorities and others where applicable.	X
• I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	
• I understand that I must now advertise my application.	X
• I understand that if I do not comply with the above requirements my application will be rejected.	X
• [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	X

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Declaration	<ul style="list-style-type: none"> [Applicable to Individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).
	<ul style="list-style-type: none"> The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15).
Signature	
Date	16 February 2024
Capacity	Treasurer and Trustee, Tintern Recreation Centre & Village Hall

For joint applications, signature of 2nd applicant 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 postal address for correspondence associated with this application (please read guidance note 14)