## 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.

We	We Daniel Johns & Princewill Obeni Owners of THE LINGDALE TAVERN LTD						
pre app of t	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						
Th Hi	ostal addres ne Lingdale igh Street ngdale	s of premises or, if none, Tavern	ordnance surve	ey map referenc	e or description		
P	ost town	Saltburn-by-the-sea		Postcode	TS12 3EY		
		walan at manais as tit					
	eiepnone nu 1y)	mber at premises (if					
	Non-domestic rateable value of premises £ 3500						
Part 2 - Applicant details  Please state whether you are applying for a premises licence as appropriate  Please tick as							
2)	on indiv	idual or individuale *		places com	oloto coction (A)		

a)	an	individual or individuals *		please complete section (A)
b)	ар	erson other than an individual *		
	i	as a limited company/limited liability partnership	X	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 re	ecognised club	please complete section (B)				
d)	ас	harity		please complete section (B)			
e)		proprietor of an educational ablishment		please complete section (B)			
f)	a h	ealth service body		please complete section (B)			
g)	the	erson who is registered under Part 2 of Care Standards Act 2000 (c14) in pect 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)	_	chief officer of police of a police force in gland and Wales		please complete section (B)			

 $<sup>^{\</sup>star}$  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 na	First names			
Date of bir	th	I am 18 years old or over Please tick yes					
Nationality	1						
Current residential address if different from premises address							
Post town				Postcode			
Daytime co	ontact telepl	hone					
E-mail add (optional)	ress						

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)

## Second individual applicant (if applicable)

Mr	Mrs	Miss	Miss Ms (for example, Rev)			
Surname			First na	ames		
Date of bird or over	th		I am 1	8 years o	old Plea	ase tick yes
Nationality						
Current residential address if different from premises address						
Post town					Postcode	
Daytime co	ntact t	elephone				
E-mail add (optional)	ress					
Where applicable (if demonstrating a right work checking service), the 'share code' p (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: The Lingdale Tavern LTD
Address: The Lingdale Tavern 1 Stanghow Rd, Lingdale, Saltburn-By-The-Sea, United Kingdom, TS12 3ED
Registered number (where applicable): 16002009
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company

Telephone number (if any)	
E-mail address (optional)	

### Part 3 Operating Schedule

When do you want the premises licence to start?

DD MM YYYY 2 6 1 1 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	)	ΜN	1	ΥY	ΥY	

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

The Lingdale Tavern is a fully renovated community-focused pub located at 1 Stanghow Road, Lingdale, East Cleveland. The venue consists of a traditional bar and restaurant area, offering food and beverages to local patrons and visitors. It features a comfortable seating arrangement, accommodating up to 50 guests across three 6-seater tables and several smaller tables of four.

In addition to the bar and restaurant, The Lingdale Tavern houses a separate function room upstairs, available for private hire and community events. There is also a coffee shop on the ground floor, which serves barista-quality coffee and light snacks. The premises provide a community hub for local residents, offering various activities, workshops, and social gatherings to promote community engagement.

The premises will operate under strict health and safety guidelines, ensuring a welcoming and safe environment for patrons. The focus is on providing a family-friendly atmosphere while also offering services like event hosting and function room hire.

If 5,0	00 or	more	people	are e	xpected	l to a	attenc	the	pre	mise	S
at any	y one	time,	please	state	the nun	nber	expe	ected	to a	atten	C

N/A
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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)

Pro 2)	vision of regulated entertainment (please read guidance note	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)	X
f)	recorded music (if ticking yes, fill in box F)	X

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 late night refreshment (if ticking yes, fill in box I)	X
Supply of alcohol (if ticking yes, fill in box J)	X

In all cases complete boxes K, L and M

# Α

	Standard days and timings (please read		Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timings (please read guidance note 7)			(produce road gardanies riese e)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for performit (please read guidance note 5)	ing plays	
Thur					
Fri			Non standard timings. Where you intended premises for the performance of plays at our to those listed in the column on the left, p	different time	<u>es</u>
Sat			(please read guidance note 6)		
Sun					

# В

	ard days s (please		Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
guidar	gs (please read ance note 7)			Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue			-		
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		<u>s</u>
Thur					
Fri			Non standard timings. Where you intend premises for the exhibition of films at different those listed in the column on the left, please	erent times to	
Sat			read guidance note 6)		
Sun					

# C

events Standa timings	r sportir s ard days s (please ace note	and read	Please give further details (please read guidance note 4)
Day	Start	Finis h	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			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 (please
Fri			read guidance note 6)
Sat			
Sun			

# D

entert	g or wre ainment	s	Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please	Indoors	
Standard days and timings (please read guidance note 7)		read	read guidance note 3)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend premises for boxing or wrestling entertain different times to those listed in the column	ment at	<u>.</u>
Sat			please list (please read guidance note 6)		
Sun					

# Ε

	ard days		Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	Х
	timings (please read guidance note 7)		production (product road gardanie note c)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read) Live music will primarily consist of acoustic se	ets, small bar	nds,
Tue			and solo artists, with all performances held indoors. The will be on creating an intimate, family-friendly atmosphere suitable for the pub/restaurant environment.		
Wed			State any seasonal variations for the performance of live music (please read guidance note 5) Additional live music events may be scheduled during holiday		
Thur			periods (Christmas, Easter, etc.), subject to c promotions.	lemand and l	ocal
Fri			Non standard timings. Where you intend premises for the performance of live musi times to those listed in the column on the	c at differen	
Sat	18:00	23:00	(please read guidance note 6)  During special events or holidays, such as No live music may extend past the usual hours, v		e,
	Not every Week		performances finishing at <b>00:30</b> . Any such excommunicated to the licensing authority in ac	ents will be	
Sun	18:00	23:00			
	Not Every Week				

F

Standa	ded mus ard days s (please	and	Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)		Х	
	guidance note 7) Outdoors					
Day	Start	Finis h		Both		
Mon	10:00	22:00	Please give further details here (please read)	ad guidance r	ote	
			Recorded music will consist of background m	•		
Tue	10:00	22:00	opening hours, with occasional amplified music for speci events. Music will be played at a level suitable for the dir and bar area, creating an inviting atmosphere without ca disruption to local residents.			
Wed	10:00	22:00	State any seasonal variations for the playing music (please read guidance note 5)	State any seasonal variations for the playing of recorded		
			During holiday periods (such as Christmas ar			
Thur	10:00	22:00		ktended hours may apply for the playing of recorded music accommodate events. These will be communicated to the		
			licensing authority in advance.			
Fri	10:00	23:30	Non standard timings. Where you intend premises for the playing of recorded musi			
			times to those listed in the column on the			
Sat	10:00	23:00	(please read guidance note 6) For special occasions such as New Year's Ev			
			music may be played until <b>00:30</b> , with prior no relevant authorities.	otification to t	he	
Sun	10:00	21:00				

# G

dance	rmances e ard days		Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timings (please read guidance note 7)		read	(presses years guidante visco e,	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend premises for the performance of dance at to those listed in the column on the left, p	different tim	<u>es</u>
Sat			(please read guidance note 6)		
Sun					

# Н

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entering be providing	tainment you	will
Day	Start	Finis h	Will this entertainment take place indoors or outdoors or both – please	Indoors	
Mon			<u>tick</u> (please read guidance note 3)	Outdoors	
				Both	
Tue			Please give further details here (please read guidance note 4)		
Wed					
Thur			State any seasonal variations for entertain similar description to that falling within (e) (please read guidance note 5)		
Fri					
Sat			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 (please read guidance note 6)		
Sun					

I

	hment	and	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please	Indoors	Х	
Standard days and timings (please read guidance note 7)			read guidance note 3)	Outdoors		
Day	Start	Finis h		Both		
Mon			Please give further details here (please rea	ad guidance r	note	
Tue			4) Late-night refreshments will primarily consist of hot drinks a limited food options (e.g., pizzas, chips) available during extended hours for customers enjoying late-night events. A service will take place indoors to minimise disruption to nearby residents.			
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)  During peak holiday periods such as Christmas and New			
Thur	23:00	00:00	Year's Eve, late-night refreshments may be a 01:00 to accommodate special events and gawill be notified to the licensing authority ahea	atherings. Th		
Fri	23:00	00:30	premises for the provision of late night red different times, to those listed in the colur	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,		
Sat	23:00	00:30	please list (please read guidance note 6) For specific events like New Year's Eve or sp functions, late-night refreshments may be ser with the necessary permissions and notification	ved until <b>01:</b>	,	
Sun			authorities.			

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	Finis h		Both	Х
Mon	12:00	23:00	State any seasonal variations for the support (please read guidance note 5) During special holiday periods such as Christ	mas Eve, Ne	w
Tue	12:00	23:00	Year's Eve, and local community events, the sale of alcohol may be extended to <b>01:00</b> .		
Wed	12:00	23:00			
Thur	12:00	23:00	Non standard timings. Where you intend premises for the supply of alcohol at diffe those listed in the column on the left, plea	rent times to	
Fri	12:00	00:00	read guidance note 6) For specific large-scale events (e.g., charity f community festivals), the supply of alcohol m	ay be extende	ed
Sat	12:00	00:00	beyond regular hours up to <b>01:00</b> , pending an notification to the relevant authorities.	pprovai and	
Sun	12:00	22:30			

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: David Stokes				
Date of birth:				
Address:				
Postcode				
(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).

At **The Lingdale Tavern**, we do not offer any adult entertainment, activities, or services that would give rise to concern in respect of children. Our venue is designed to be family-friendly and community-focused. However, during certain evening events, such as live music performances or ticketed charity shows, the environment may become more adult-oriented due to the presence of alcohol and late operating hours. These events will have clear age restrictions in place, and we will ensure that children are not permitted in restricted areas during these events.

We are committed to adhering to all safeguarding and responsible service protocols to ensure the safety and well-being of children who visit our premises during family-friendly hours and events. In addition the company director is a Registered Social Worker and The Lingdale Tavern also has two registered social workers who are responsible for community engagement and activities. All staff will receive Level 3 safeguarding training, First Aid certification and Food Hygiene.

#### 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) The premises may have extended opening hours during public holidays, Christmas, and New Year's Eve. Specific variations will be announced based on demand and community events, with appropriate notice given to local					
Day	Start	Finis h	authorities.					
Mon	8:00	23:00	(We have identified 8am as the opening hours as our community space and coffee shop will be open from 8am but the Bar/Restaurant is not planned to open before 12:00.					
Tue	8:00	23:00						
Wed	8:00	23:00						
			Non standard timings. Where you intend the premises to be open to the public at different times from those listed					
Thur	8:00	23:00	in the column on the left, please list (please read guidance note 6) Occasionally, the premises may remain open for private					
Fri	8:00	00:00	bookings or charity events. These special timings will be communicated in advance and will comply with local regulations.					
Sat	8:00	00:00						
Sun	8:00	22:30						

#### 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)

At **The Lingdale Tavern**, we are committed to promoting responsible business practices that align with the four key licensing objectives. These include the prevention of crime and disorder, public safety, the prevention of public nuisance, and the protection of children from harm. Our aim is to create a safe, welcoming environment for all patrons, with appropriate policies and procedures in place to ensure the safety and well-being of both staff and customers.

### b) The prevention of crime and disorder

- □ **CCTV Monitoring**: We have installed a comprehensive CCTV system throughout the premises, covering all key areas, both inside and outside, including entry/exit points, bar areas, and other high-traffic zones. CCTV footage will be stored for 30 days and made available to authorities when necessary.

  □ **Staff Training**: All staff will undergo regular training in positive behaviour support
- ☐ **Staff Training**: All staff will undergo regular training in positive behaviour support, conflict resolution, recognising intoxication, and reporting suspicious activity. A zero-tolerance policy will be enforced for violence, drug use, and antisocial behaviour.
- □ **Responsible Alcohol Service**: We will operate a 'Challenge 25' policy to prevent underage sales of alcohol and ensure that staff are trained to identify intoxicated patrons and refuse service when necessary.

### c) Public safety

- ☐ **Risk Assessments**: Regular health and safety risk assessments will be conducted to ensure the premises meet the necessary fire, electrical, and structural safety standards.
- □ **Occupancy Limits**: We will strictly adhere to occupancy limits to avoid overcrowding, ensuring safe movement throughout the premises.
- ☐ **Clear Signage**: Emergency exits and safety procedures will be clearly displayed throughout the premises. Regular safety drills will be conducted to ensure both staff and patrons are familiar with emergency procedures.
- ☐ **First Aid Training**: All staff members will be trained in first aid, and a first aid kit will be accessible at all times.
- ☐ **Regular Maintenance**: All equipment, including fire alarms, extinguishers, and other safety equipment, will be regularly maintained and inspected.

#### d) The prevention of public nuisance

- □ **Noise Control**: We will use noise measuring equipment that is not integrated into smart devices like iPhone to measure excess noise, especially during live entertainment events. Music volume will be carefully controlled to avoid disturbances to nearby residents.
- ☐ **Waste Management**: We will ensure that waste is managed responsibly by scheduling regular waste collection and keeping waste bins secure and locked. A Weekly collection has been contracted with Biffa Waste Management that includes recycling and bottle bin.

☐ Customer Dispersal Policy: A policy will be in place to encourage customers leave the premises quietly, with staff on hand to remind patrons to be respectful of neighbours and local residents.							
□ <b>Deliveries and Waste Removal</b> : Deliveries and waste removal will be scheduled during the day to minimise noise disruption in the evenings and early mornings.							

#### e) The protection of children from harm

☐ Age Verification: A strict 'Challenge 25' policy will be enforced for the sale of
alcohol, with staff requiring valid ID from anyone who appears under the age of 25.
Accepted forms of ID will include passports, driving licences, and PASS cards.
□ <b>No Unaccompanied Minors</b> : Children under the age of 16 will not be allowed in
the bar/restaurant area unless accompanied by an adult, and children will not be
permitted in the bar area after 9:00 PM unless hired for a private function.
☐ Staff Awareness: All staff will be trained in Level 3 safeguarding to identify signs of
neglect or abuse and will follow safeguarding procedures in the event of any concerns
for a child's well-being. We will establish clear protocols for reporting concerns to the
local authorities via our Registered Social Workers who will also act as Designated

#### **Checklist:**

Safeguarding Leads.

### Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	
•	I have enclosed the plan of the premises.	
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	
•	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.	
•	I understand that if I do not comply with the above requirements my application will be rejected.  [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).	

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> <li>[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).</li> </ul>
	<ul> <li>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)</li> </ul>
Signature	10
Date	18/10/2024
Capacity	Director

For joint applications, signature of  $2^{nd}$  applicant or  $2^{nd}$  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)  The Manager The Lingdale Tavern 1 Stanghow Rd Lingdale							
Post town	Saltburn-By-The-Sea Postcode TS12 3ED						
Telephone number (if any)							
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)							

#### **Notes for Guidance**

- 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.
- 2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for

- the performance from a person who is responsible for the premises.
- a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
- 3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 4. For example the 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 agent must sign the application form.
- 14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:
- A licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:
  - does not have the right to live and work in the UK; or
  - is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

- by providing with this application, copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

### Home Office online right to work checking service.

As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their share code (provided to them upon accessing the service at <a href="https://www.gov.uk/prove-right-to-work">https://www.gov.uk/prove-right-to-work</a>) which, along with the applicant's date of birth, will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be shared digitally. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copies of documents as set out above.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.