

Application for a club premises certificate to be granted
under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING APPLICATION

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.

WITTERSHAM GENERAL SPORTS CLUB TRADING LIMITED

(Insert name of club)

club applies for a club premises certificate under section 71 of the Licensing Act 2003 for the premises described in Part 1 below (the club premises).

The club is making this application to you as the relevant licensing authority in accordance with section 68 of the Licensing Act 2003.

Part 1 – Club premises details

Name of club Wittersham General Sports Club Trading Limited			
Postal address of premises or, if none, ordnance survey map reference or description Wittersham Sports Ground, Poplar Road, Wittersham,			
Post Town	Tenterden	Postcode	TN30 7PD
Telephone number (if any)			
E-mail address (optional)			

Name of person performing duties of a secretary to the club [REDACTED]			
Address of person performing duties of a secretary to the club [REDACTED]			
Post Town	[REDACTED]	Postcode	[REDACTED]
Daytime contact telephone number (if any)	[REDACTED]		
E-mail address (optional)	[REDACTED]		

Non-domestic rateable value of premises	£ £ 4,500.00
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Are the club premises occupied and habitually used by the club? Yes No

Part 2 – Club Operating Schedule

When do you want the club premises certificate to start? DD MM YYYY

0	1	0	1	2	0	2	0
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If you wish the certificate to be valid only for a limited period, when do you want it to end? DD MM YYYY

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General description of club (please read guidance note 1)

The premises is a sports ground and pavilion for the benefit of people within the Parish. The membership will be taken from the membership of the sections of the Wittersham Sports Club. The supply of alcohol will be limited to within the clubroom of the pavilion with consumption being either in the clubroom and/or within the area on the south westerly flank of the pavilion as identified on the attached plans.

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 qualifying club activities do you intend to conduct on the club premises?

- Provision of regulated entertainment **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)
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club (if ticking yes, fill in box I)**

The sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place (if ticking yes, fill in box J



In all cases complete boxes, K and L.

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 type="checkbox"/>
						Both	<input type="checkbox"/>
Mon				Please give further details here (please read guidance note 3)			
Tue			State any seasonal variations for performing plays (please read guidance note 4)				
Wed			Non standard timings. Where the club intends to use the premises for the performance of a play at different times from those listed in the column on the left, please list (please read guidance note 5)				
Thur							
Fri							
Sat							
Sun							

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films 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					
Wed					
			<u>State any seasonal variations for the exhibition of film</u> (please read guidance note 4)		
Thur					
			<u>Non standard timings. Where the club intends to use the premises for the exhibition of film at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri					
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details here</u> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			
Thur			<u>Non-standard timings. Where the club intends to use the premises for indoor sporting events at different times from 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	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Tue					
			<u>Non-standard timings. Where the club intends to use the premises for the boxing or wrestling entertainment at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
Wed					
Thur					
Fri					
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 type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3)					
Mon								
Tue								
Wed						State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur								
Fri						Non-standard timings. Where the club intends to use the premises for the performance of live music at different times from those listed in the column on the left, please list (please read guidance note 5)		
Sat								
Sun								

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 type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
			Non-standard timings. Where the club intends to use the premises for the playing of recorded music at different times from those listed in the column on the left, please list (please read guidance note 5)		

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"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
Thur					
Fri			<u>Non-standard timings. Where the club intends to use the premises for the performance of dance at different times from those listed in the column on the left, please list</u> (please read guidance note 5)		
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)			Please give a description of the type of entertainment that the club will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)		
Wed					
Thur			State any seasonal variations for this entertainment (please read guidance note 4)		
Fri					
Sat			Non-standard timings. Where the club intends to use the premises for this entertainment at different times from those listed in the column on the left, please list (please read guidance note 5)		
Sun					

I

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption - please tick</u> (please read guidance note 7)		On the premises <input checked="" type="checkbox"/>
					Off the premises <input type="checkbox"/>
					Both <input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations</u> (please read guidance note 4) Winter months - likely to be on a reduced basis		
Mon	12:00	23:00			
Tue	12:00	23:00			
Wed	12:00	23:00			
Thur	12:00	23:00			
			<u>Non-standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed in the column on the left, please list</u> (please read guidance note 5) Christmas Eve finish extended to 23.30 New Year's Eve finish extended to 01.00		
Fri	12:00	23:00			
Sat	12:00	23:00			
Sun	12:00	23:00			

J

Hours club premises are open to the members and guests Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	
Mon	08:00	00:00	
Tue	08:00	00:00	
Wed	08:00	00:00	
Thur	08:00	00:00	
Fri	08:00	00:00	
Sat	08:00	00:00	Non standard timings. Where you intend the premises to be open to the members and guests at different times from those listed in the column on the left, please list (please read guidance note 5)
Sun	08:00	00:00	Christmas Eve - extended finish time 01.00. New Year's eve finish time extended to 0130.

K

Please highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children (please read guidance note 8).

The Wittersham General Sports Club Trading Ltd has no intention of owning any gaming machines nor holding any such event that may be considered to give rise to concern in respect of children.

L 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)

See attached addendum

b) The prevention of crime and disorder

See attached addendum

c) Public safety

See attached addendum

d) The prevention of public nuisance

See attached addendum

e) The protection of children from harm

See attached addendum

Checklist:

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 plan to the responsible authorities.
- I have completed and enclosed the club declaration and enclose a copy of the club rules.
- 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.



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 3 – Signatures (please read guidance note 10)

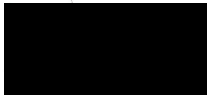
I

(Insert full name)

make this application on behalf of the club and have authority to bind the club

Signature		
Date		
Capacity		

Address for correspondence associated with this application (please read guidance note 11)



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)			

L 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)

The main objective of the Wittersham General Sports Club Trading Ltd is to promote the Sports Club to people who live in the Parish so as to increase the sport and recreational activities at the Sports Club and its ground as identified within the Wittersham Sports Club governing document.

b) The prevention of crime and disorder

We believe that greater involvement by local people within the Sports Club will help to reduce petty crime and anti-social behaviour in the surrounding area.

The pavilion has signs displayed about zero tolerance of drugs usage. In addition signs have been put up reminding members to respect our neighbours in their behaviour and attitude, especially when they leave the premises.

c) Public safety

We are up to date with all our fire regulations, and have a nominated first aider. This matter will be routinely updated.

CCTV cameras and recording equipment which are installed within the premises will be reactivated with procedure and policy updated to take account of new GDPR regulations.

It is the Clubs intention to introduce a card membership scheme and to also maintain a guest book behind the bar which will ensure that the premises are safely used

d) The prevention of public nuisance

We are providing a centre for the community to enjoy through sports and recreational activities and to become involved which will in itself help to reduce public nuisance.

Car parking is an insurmountable issue solely on a Saturday when home football matches are played which has created difficulties for some time now despite attempts by the Sports Club to find a solution with the responsible authorities. As the applicants membership is drawn from the existing sporting sections of the Sports Club it is not envisaged that the car parking requirement will be any greater other than at this time. Nevertheless periodic reminders about parking responsibly within the car park and its environs will be sent to members.

Increased usage of the facility may cause extra litter. We will ensure that extra bins are provided in the car park and at the exit gate which will be emptied at suitable frequencies to minimise litter.

We will also display signage relating to :

Drink aware signs in appropriate places

Noise reduction by patrons when leaving the premises

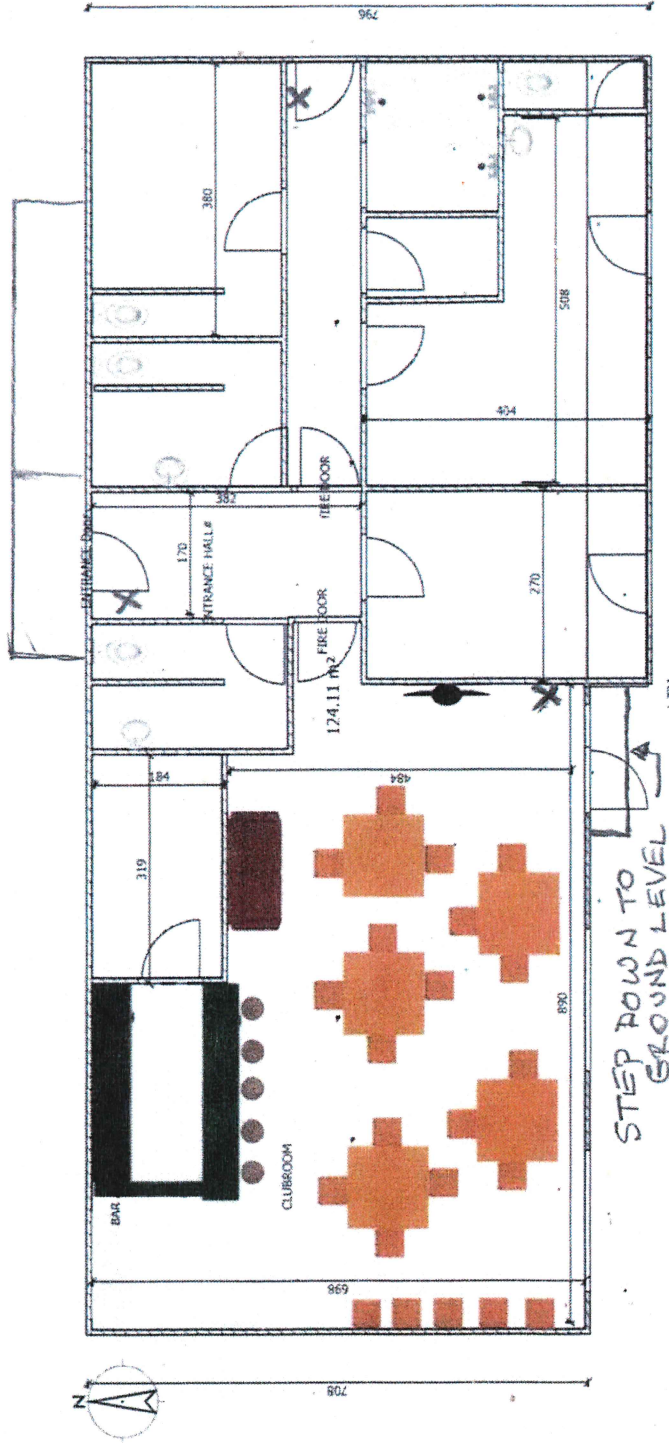
To designate an area for smoking (see plan) which shall be away from the nearest residential boundaries and install cigarette butt bins

e) The protection of children from harm

Both the sporting and other activities will help provide a safe outlet for children in which to participate. There will be qualified child protection people available by the applicant and within the Sports Club on a general basis although during times such as the school holidays there is a chance that he/she could be available for most of the day. The Sports Club rules state that all children are proficiently supervised at all times in both the pavilion and grounds to ensure that there is the appropriate safeguarding and capability of any concern being addressed.

WITERSHAM SPORTS CLUB PAVILION LAYOUT

SLOPE UP TO ROADSIDE DOOR

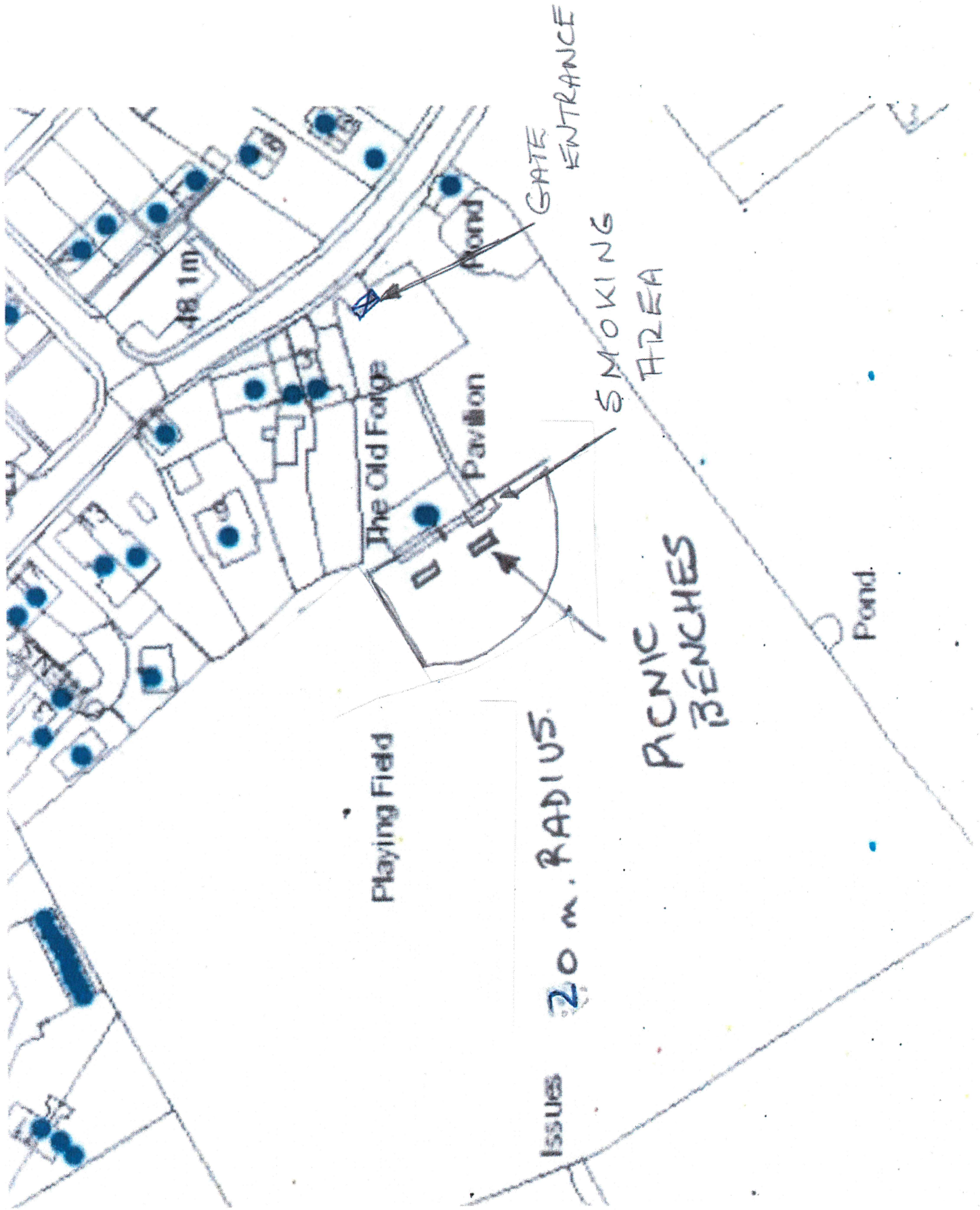


STEP DOWN TO GROUND LEVEL

RAILINGS ALONG SOUTHWEST SIDE OF BUILDING

X - FIRE EXTINGUISHER (3)

SCALE 1:100



Playing Field

48.1m

The Old Forge

Pavilion

GATE ENTRANCE

SMOKING AREA

PICNIC BENCHES

Pond

ISSUES 20m. RADIUS.

