

TENDRING DISTRICT COUNCIL

**Application for a club premises certificate 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.

..... UPPER DOVERCOURT SOCIAL CLUB, club applies for a club premises
(Insert name of club)
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 UPPER DOVERCOURT SOCIAL CLUB	
Postal address of club, if any, or if none, ordnance survey map reference or description 618 MAIN ROAD	
Post Town DOVERCOURT	Post Code CO124LW
Telephone number (if any)	
Email address (optional)	

Name of person performing duties of a secretary to the club	AIMI WOSKO
Address of person performing duties of a secretary to the club	
Post Town	Post Code
Daytime contact telephone number (if any)	
Email address (optional)	

Non-domestic rateable value of club premises.

£	£4,700
---	--------

Are the club premises occupied and habitually used by the club

Yes No

Part 2 – Club Operating Schedule

Day Month Year

When do you want the premises licence to start?

1	7	0	3	2	0	2	2
---	---	---	---	---	---	---	---

Day Month Year

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

--	--	--	--	--	--	--	--

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

--

General description of club (please read guidance note 1)

UPPER DOVERCOURT SOCIAL CLUB OFFERS A RELAXED ENVIROMENT FOR ITS MEMBERS TO ENJOY A SHARED INTEREST IN DARTS, POOL AND CRIBAGE. ENTERTAINMENT IN THE FORM OF LIVE MUSIC, QUIZ NIGHTS AND BINGO WILL ALSO BE AVAILABLE TO MEMBERS. MEMBERS WILL HAVE THE OPPERTUNITY TO JOIN AND HOST SPORTS COMPETITIONS WITH THE AVAILABILITY OF CLUB SPONSERSHIP.

What qualifying club activities do you intend to conduct on the club premises Please tick ✓ Yes

Provision of regulated entertainment:

- 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 entertainments (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)

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 L)

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 L)

In all cases complete boxes M, N and O

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 checked="" 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) THE USE OF THE FUNCTION HALL FOR AMATEUR DRAMATIC REHEARSAL.		
Mon	10:00	00:00			
Tue	10:00	00:00	<u>State any seasonal variations for performing plays</u> (please read guidance note 4)		
Wed	10:00	00:00	<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)		
Thur	10:00	00:00			
Fri	10:00	00:00			
Sat	10:00	00:00			
Sun	10:00	00:00			

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 checked="" 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	10:00	00:30			
Tue	10:00	00:30	<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Wed	10:00	00:30	<u>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</u> (please read guidance note 5)		
Thur	10:00	00:30			
Fri	10:00	01:30			
Sat	10:00	01:30			
Sun	10:00	00:30			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details here (please read guidance note 3) THE USE OF DARTS BOARDS, POOL TABLE AND CRIBAGE BOARDS. TO HOLD COMPETITIONS.
Day	Start	Finish	
Mon	10:00	00:30	
Tue	10:00	00:30	
Wed	10:00	00:30	
Thur	10:00	00:30	
Fri	10:00	01:30	
Sat	10:00	01:30	
Sun	10:00	00:30	
State any seasonal variations for indoor sporting events (please read guidance note 4)			
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 read guidance note 5)			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			Will boxing or wrestling entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 2).	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon				Please give further details here (please read guidance note 3)	
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
State any seasonal variations for the boxing or wrestling entertainment (please read guidance note 4)					
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 (please read guidance note 5)					

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 checked="" 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) FOR THE PURPOSE OF ENTERTAINMENT AND ALSO REHEARSAL.		
Mon	10:00	23:00			
			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 4)		
Tue	10:00	23:00			
			<u>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</u> (please read guidance note 5)		
Wed	10:00	23:00			
Thur	10:00	23:00			
Fri	10:00	00:00			
Sat	10:00	00:00			
Sun	10:00	23:00			

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 checked="" 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	10:00	00:00			
			<u>State any seasonal variations for playing recorded music</u> (please read guidance note 4)		
Tue	10:00	00:00			
			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Wed	10:00	00:00			
Thur	10:00	00:00			
Fri	10:00	01:00			
Sat	10:00	01:00			
Sun	10:00	23:00			

G

Performance 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 checked="" 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	10:00	00:00			
Tue	10:00	00:00			
			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
Wed	10:00	00:00			
Thur	10:00	00:00			
			<u>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri	10:00	01:00			
Sat	10:00	01:00			
Sun	10:00	23:00			

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

I

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>		
			FUNCTION HALL FOR REHEARSAL.		
Day	Start	Finish	Will the facilities for making music be indoors or outdoors or both – please tick [✓] (please read guidance note 2).	Indoor	✓
				Outdoor	
Mon	10:00	00:00		Both	
			<u>Please give further details here</u> (please read guidance note 3)		
Tue	10:00	00:00			
Wed	10:00	00:00			
			<u>State any seasonal variations for the provision of facilities for making music</u> (please read guidance note 4)		
Thur	10:00	00:00			
Fri	10:00	00:00			
			<u>Non standard timings. Where the club intends to use the premises for provision of facilities for making music entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	10:00	00:00			
Sun	10:00	23:00			

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 [✓] (please read guidance note 2).	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give a description of the facilities for dancing you will be providing</u>		
Mon	10:00	00:00	<u>Please give further details here</u> (please read guidance note 3)		
Tue	10:00	00:00			
Wed	10:00	00:00	<u>State any seasonal variations for provision of dancing facilities</u> (please read guidance note 4)		
Thur	10:00	00:00			
Fri	10:00	00:00	<u>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</u> (please read guidance note 5)		
Sat	10:00	00:00			
Sun	10:00	23:00			

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 facilities</u>		
Day	Start	Finish	Will the entertainment facility be indoors or outdoors or both – please tick [✓] (please read guidance note 2).	Indoor	
				Outdoor	
Mon				Both	
			<u>Please give further details here</u> (please read guidance note 3)		
Tue					
Wed					
			<u>State any seasonal variations for the provision of this entertainment facility</u> (please read guidance note 4)		
Thur					
Fri					
			<u>Non standard timings. Where the club intends to use the premises for provision of facilities for entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat					
Sun					

L

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the sale of alcohol be for consumption (please tick box ✓) (please read guidance note 7)		<input type="checkbox"/> On the premises
					<input type="checkbox"/> Off the premises
					<input checked="" type="checkbox"/> Both
Day	Start	Finish	<u>State any seasonal variations</u> (please read guidance note 4)		
Mon	10:00	00:00			
Tue	10:00	00:00			
Wed	10:00	00:00			
Thur	10:00	00:00	<u>Non standard timings. Where the club intends to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri	10:00	01:00			
Sat	10:00	01:00			
Sun	10:00	00:00			

M

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	10:00	00:30	Non standard timings. Where you intend to use the premises to be open to the members and guests at different times to those listed in the column on the left, please list (please read guidance note 5)
Tue	10:00	00:30	
Wed	10:00	00:30	
Thur	10:00	00:30	
Fri	10:00	01:30	
Sat	10:00	01:30	
Sun	10:00	00:30	

N

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)

GAMING MACHINES

O

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

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

THE CLUB WILL ENSURE THE PROPER TRAINING OF STAFF IN REGARDS TO LICENSABLE ACTIVITIES, ESPECIALLY IN REGARD TO THE SALE OF ALCOHOL WITH AN INCREASED FOCUS ON DRUNKENESS AND UNDER AGE PERSONS. RECORDS TO BE KEPT OF TRAINING. SUFFICIENT NUMBERS OF COMPETANT STAFF TO ENSURE THE UPHOLDING OF THE TERMS AND CONDITIONS OF THE CLUB PREMISES CERTIFICATE AND THE LICENSING OBJECTIVES.

b) The prevention of crime and disorder

COMPREHENSIVE CCTV WILL BE INSTALLED AT THE PREMISES. ENSURING ADAQUATE COVERAGE OF ALL TRADE AREAS INCLUDING BUT NOT LIMITED TO ENTRANCES AND EXITS FOR THE PURPOSE OF VISUAL IDENTIFICATION OF PATRONS. THE CLUB WILL ENSURE TO OPERATE AND MAINTAIN A SYSTEM WHERBY DETAILED DIGITAL IMAGES CAPABLE OF DEPICTING THE NATURES OF ANY CRIME WILL BE HELD ON THE PREMISES FOR A PERIOD OF 31 DAYS AND ACCESSIBLE TO THE POLICE AT ANY REASONABLE GIVEN TIME. ALL RECORDED IMAGES WILL BE TIME STAMPED, DATED AND POSITION MARKED. THE RECORDING WILL BE HELD IN A SECURE LOCATION. THE SYSTEM WILL BE CAPABLE OF RECORDING IN ALL LIGHT AND COLOUR ENVIRONMENTS. SIGNAGE WILL BE DISPLAYED IN TRADE AREAS TO ADVISE THAT CCTV WILL BE IN OPERATION. EXPORTED COPIES WILL BE AVAILABLE IN ANY REQUESTED FORMAT INCLUDING BUT NOT LIMITED TO, EMAIL ATTACHED .MP4FILES AND USB STICK.

c) Public safety

CORRECT FIRE SAFETY PROCEDURES ARE IN PLACE, INCLUDING FIRE EQTINGUISHERS (FOAM, H2O, C02), FIRE BLANKETS, ILLUMINATED FIRE EXIT SIGNS, EMERGENCY LIGHTING AND SMOKE DETECTORS. ALL APPLIANCES TO BE INSPECTED ANNUALLY. ALL EMERGENCY EXITS WILL BE KEPT FREE FROM OBSTRUCTION AT ALL TIMES. FIRE EVACUATION PLAN INCLUDING MEETING POINT TO BE WRITTEN AND DISPLAYED. STAFF TO BE TRAINED ON FIRE RESPONSE.

d) The prevention of public nuisance

ALL MEMBERS TO BE ASKED TO LEAVE IN A QUIET AND RESPECTFUL MANNER. SIGNS WILL BE PLACED ON VIEW TO REITERATE THIS POINT ON EXITS TO THE PREMISES. ALL RECORDED MUSIC TO BE TURNED TO A LOWER VOLUME AS THE EVENING PROGRESSES.

e) The protection of children from harm

THE CLUB WILL ENFORCE A CHALLENGE 25 POLICY ONLY ACCEPTING THE FOLLOWING AS VALID PROOF OF IDENTIFICATION; PHOTOGRAPHIC DRIVING LICENCE OR PASSPORT, PROOF OF AGE CARDS THAT CARRY THE PASS HOLOGRAM, CITIZEN CARD OR AN OFFICAL IDENTITY CARD ISSUED BY HM FORCES OR BY AN EU COUNTRY BEARING THE PHOTOGRAPH AND DATE OF BIRTH OF THE BEARER. ALL STAFF WILL BE TRAINED IN UNDERAGE SALES PREVENTION REGULARLY. A REGISTER OF REFUSED SALE WILL BE KEPT AND MAINTAINED ON THE PREMISES.

CHECKLIST:

Please tick ✓ yes

- 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 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 3 – Signatures (please read guidance note 10)

I AIMI WOSKO **make this application on behalf**
(insert full name) **of the club and have authority to bind the club.**

Signature: AIMI WOSKO

Date: 17/02/2022

Capacity: CLUB SECRETARY

Address for correspondence associated with this application (please read guidance note 11)	
Post town	Post code
Telephone number (if any)	
Email address – If you would prefer us to correspond with you by email (optional)	