

APPENDIX ONE

Ashfield District Council, Council Offices, Urban Road, Kirkby In Ashfield, Notts, NG17 8DA

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 Big Dogs Pub Company Ltd

(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 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 The Dog House at Hucknall 2 Yorke Street Hucknall Notts NG15 7BT			
Post town	Hucknall	Postcode	NG15 7BT

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£1775

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

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 please complete section (B)
- ii. as a partnership 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 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:

Please tick yes

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 <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(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 Big Dogs Pub Company Ltd
Address 54 Main Road, Watnall, Notts, NG16 1HT
Registered number (where applicable) Pending
Description of applicant (for example, partnership, company, unincorporated association etc.) Ltd company


Part 3 Operating Schedule

When do you want the premises licence to start? ASAP please

DD	MM	YYYY
01	06	2018

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)

Currently redundant open plan retail corner shop.

The proposal is to keep it as a single open space, with a separated toilet area, with some fixed seating, and a fixed single bar. Downstairs will be a 'snug' area. There is no outside space.

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

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any 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)

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J) X

In all cases complete boxes K, L and M

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					
Wed			State any seasonal variations for performing plays (please read guidance note 4)		
Thur					
Fri			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 (please read guidance note 5)		
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			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)			
Wed						
Thur			<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)			
Fri						
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			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Wed			<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)
Thur			
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"/>
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 <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	X
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon	10:00	23:30	Please give further details here (please read guidance note 3) Acoustic acts once a month max		
Tue	10:00	23:30			
Wed	10:00	23:30	State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur	10:00	23:30			
Fri	10:00	23:030	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)		
Sat	10:00	23:30			
Sum	10:00	23:30			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	X			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 3) This will be background incidental music and not from a jukebox or DJ.					
Mon	10:00	23:30						
Tue	10:00	23:30	State any seasonal variations for the playing of recorded music (please read guidance note 4)					
Wed	10:00	23:30						
Thur	10:00	23:30	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)					
Fri	10:00	23:30						
Sat	10:00	23:30						
Sun	10:00	23:30						

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)			Please give a description of the type of entertainment you will be providing		
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				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 entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
Fri					
Sat			<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)		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment 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	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur					
Fri			<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					
Sun					

J

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 type="checkbox"/>			
				Off the premises	<input type="checkbox"/>			
				Both	<input checked="" type="checkbox"/>			
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 4) Permission sought til 01:00 NYE only					
Mon	10:00	23:30						
Tue	10:00	23:30						
Wed	10:00	23:30						
Thur	10:00	23:30						
Fri	10:00	23:30						
Sat	10:00	23:30						
Sun	10:00	23:30						
						<u>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</u> (please read guidance note 5)		

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

Name Paul Oldnall	
Address [REDACTED]	
Postcode	[REDACTED]
Personal licence (if known) BROX16/01132	
Issuing licensing authority (if known) Broxtowe Borough Council	

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 8).

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4) Permission sought til 01:30 NYE only
Day	Start	Finish	
Mon	10:00	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 5)
Tue	10:00	24:00	
Wed	10:00	24:00	
Thur	10:00	24:00	
Fri	10:00	24:00	
Sat	10:00	24:00	
Sun	10:00	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 9)

Please see the conditions listed below as agreed with the responsible authority for the Licensing Authority and the attached 'Operating Policies' that promote the four licensing objectives.

b) The prevention of crime and disorder

1. A CCTV system shall be installed and operative in the premises when licensable activities are taking place.
All recordings used in conjunction with CCTV shall:
 - be of evidential quality
 - indicate the time and date
 - be retained for a period of 31 daysRecordings to be made available for inspection to the Police or any other authorised person when requested.

2. The Premises Licence Holder shall ensure that all staff employed at the premises whose duties include the sale or supply of alcohol shall undertake and complete a relevant programme of training prior to them being authorised to sell or supply alcohol. Such training shall consist of providing staff with an understanding of:
 - The need to ensure the responsible sale and supply of alcohol
 - The need to refuse the sale and supply of alcohol to persons who are intoxicated or underage
 - The need to seek credible age verification from persons seeking to be sold or supplied alcohol who may appear under the age of 18 years old

The content of the training programme shall be agreed with the Force Licensing Officer of Nottinghamshire Police and the Licensing Authority prior to implementation.

Records of the training programme shall be maintained and made available to Authorised Officers upon request.

The Premises Licence holder shall provide a "refresher" training session to all relevant staff members as and when deemed necessary on a case by case evaluation, but as a minimum requirement the refresher training session shall be provided to all staff on at least one occasion every six months.

3. A Premises Daily Register shall be held at the premises. This Register shall be maintained for a rolling minimum period of 12 months, and shall record:
 - The name of the person responsible for the premises on each given day.
 - The name of the person authorising the sale of alcohol each day.
 - All calls made to the premises where there is a complaint made by a resident or neighbour of noise, nuisance or anti-social behaviour by persons attending or leaving the premises. This shall record the details of the caller, the time and date of the call and the time and date of the incident about which the call is made and any actions taken to deal with the

call.

- Any refusals on grounds of age and/or intoxication (to include date, time, member of staff involved, reason for refusal as well as a brief physical description of the person refused)
- Any calls to or visits by Nottinghamshire Police or the Licensing Authority in relation to any crime and disorder / public nuisance or like related matter.

The Designated Premises Supervisor shall check the Premises Daily Register on a weekly basis ensuring that it is completed and up-to-date, sign the Premises Daily Register each time that it is checked, and make the Premises Daily Register available for inspection by any Authorised Officer throughout the trading hours of the premises.

4. The premises shall implement written policies and procedural statements and/or management action plans. Such documents shall include, but not be limited to, the following:

- CCTV
- Safeguarding Children & Vulnerable Adults
- Responsible Service of Alcohol
- Underage Sales and False Identity
- Acceptable Form of Identification
- Challenge "25"
- Zero Tolerance of Drugs

The above policies and procedural statements shall be "live" documents, subject to amendment following consultation with the Licensing Authority, Environmental Health Department, and Nottinghamshire Police.

5. The Premises Licence holder shall ensure that all staff employed at the premises are aware and understanding of the policies / procedures referred to at Condition 4 and the content of such policies and procedures and that they carry out their duties in accordance with them. Any necessary and justifiable deviation from those agreed shall be fully documented within the Premises Daily Register.
6. All members of staff shall be fully trained in the retail sale of alcohol. The training shall be ongoing and each member of staff shall be reviewed every six months. All details of the level of training shall be recorded in a bound and sequentially paginated book or electronic record. This information shall be made available for inspection and copying by the Police or any other authorised person on request and all such books shall be retained at the premises for at least 12 months
7. No person shall be allowed to leave the premises whilst in the possession of any drinking vessel or open glass bottle, whether empty or containing any beverage, other than to any external area owned or legally occupied by the Premises Licence Holder.
8. The Premises Licence holder shall participate in the designated local Pubwatch / Licensed Premises Partnership scheme (should one be in operation) and ensure that a representative of the licensed premises attend all of the arranged meetings or such a person has made all reasonable endeavours to attend the arranged meetings.

c) Public safety

d) The prevention of public nuisance

10. Prominent, clear notices shall be displayed at all exit points to advise customers to respect the needs of the local community and of acceptable behaviour in public spaces.

e) The protection of children from harm

9. All members of staff at the premises shall seek "credible photographic proof of age evidence" from any person who appears to be under the age of 25 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Such credible evidence, which shall include a photograph of the customer, will include a passport, photographic driving licence, or Proof of Age card carrying a "PASS" logo.

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 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.

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 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 11).
If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	13/4/18
Capacity	Company Director

For joint applications, signature of 2nd applicant 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	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

1. 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. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. 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.
7. 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'.
8. 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.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

THE DOG HOUSE AT HUCKNALL

2 YORKE STREET, HUCKNALL, NG15 7BT

OPERATIONAL POLICIES

All Door Supervisors and all Staff are to have read and understood this Policy document before commencing employment at the venue.

Refresher Training shall be provided to all Door Supervisors and all Staff when deemed necessary.

All Policies are "Live", and shall be kept under review and revised as and when required.

The following Policies are contained within this Policy document:

Policy Name	Page Number
CCTV	1
Safeguarding Children and Vulnerable Adults	2
Responsible Service of Alcohol	3
Underage Sales and False Identification	4
Acceptable Forms of Identification	5
Challenge "25"	6
Zero Tolerance of Drugs	7

OPERATIONAL POLICIES: THE DOG HOUSE at HUCKNALL

CCTV Policy

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives.

- Be switched on and fully operational when licensable activities are being carried out
- Record for a minimum rolling period of 31 days
- Have a camera covering the entrance which will provide a facial shot of identification quality
- Have means of copying any footage to another medium as evidence if requested by the Police or Licensing Authority
- Have a staff member working at all times whilst the licence is in operation that is able to operate the system and in particular be able to provide copies of any footage requested by the Police or Licensing Authority

All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue

Safeguarding Children and Vulnerable Adults Policy

This policy formulates part of the Premises License procedures to assist with the Licensing Objectives of 'The Protection of Children from Harm' and 'Prevention of Crime & Disorder'.

- As part of the Conditions of Entry the venue is to request an acceptable form of Government Approved Identification from all patrons. Those who are unable to provide an accepted form of Identification are to be refused admittance
- As part of the Underage Sales and False Identification Policy any form of identification produced that is suspected of being false, fraudulent or doctored is to be confiscated and the relevant procedures followed. Any confiscation made is to be reported to the Police.
- Any person who is unable to provide an acceptable form of identification and is suspected of being under the age of 18 is to be reported by way of a record kept in the Premises Daily Register.
- Any person who is acting in a suspicious manner around persons believed to be under the age of 18 are to be reported to the Police for monitoring and for further investigation.
- The Management are to liaise with the Police and Licensing Authority on regular basis (including through schemes such as Pub & Club Watch / Late Night Business Partnership) and share any relevant intelligence
- The venue will have an area dedicated for vulnerable patrons (i.e. through alcohol, drugs, underage etc.) that come to their attention. This area will be used for their safeguarding, appropriate support and first aid, and such persons shall be kept in this area until a guardian / responsible adult collects them
- All vulnerable persons shall be reported to the Police.
- All Staff and Door Supervisors are to receive relevant training

All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue

Responsible Service of Alcohol Policy

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives.

- **Anyone who appears overly intoxicated shall be asked to leave the premises**
- **If any member of staff suspects that a customer is intoxicated, they must first refuse service of intoxicating liquor and must be asked to leave the premises. If any member of staff is uncertain as to a customer's sobriety they must raise this concern with a Manager or Supervisor**
- **Customer's sobriety will be verified by Door Supervisors upon entry to the venue. Any person showing signs of over intoxication will not be admitted entry**
- **Management and Door Supervisors will make regular checks of the premises to ensure no customers exhibit the above signs**
- **"Responsible Service of Alcohol Notice" are to be displayed in prominent areas of service**
- **A logbook must be maintained on a daily basis of persons who have been removed or refused entry from the premises for appearing intoxicated**
- **All Managers, Staff and Door Supervisors are to remain vigilant at all times**
- **Purchases of intoxicating liquor are to be limited to two individual drinks per person, per transaction one hour before the end of licensable activity**

All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue

Underage Sales and False Identification Policy

This policy formulates part of the Premises License procedures to assist with the Licensing Objective 'The Protection of Children from Harm'.

Offences:

- It is an offence for anyone under the age of 18 to purchase, or attempt to purchase, alcohol on a Licensed Premises. The maximum fine is £1,000
- A person commits an offence if s/he sells alcohol to an individual under the age of 18. The maximum fine is £5,000
- It is an offence for a member of staff to knowingly allow persons under the age of 18 to consume alcohol on a Licensed Premises. The maximum fine is £5,000
- ***The Licensing Authority in conjunction with the Police & Trading Standards Officers are empowered to send under 18's into licensed premises to attempt to buy alcohol (subject to certain guidelines being complied with).***
- A person charged with an offence has a defence available that they believed the individual was 18 or over, and they had either taken all reasonable steps to find out the individual's age or that no one could reasonably suspect from their appearance that they were under 18
- 'Reasonable steps' means asking the individual for evidence of their age, and that the evidence would convince a reasonable person. Steps that would be considered to be 'reasonable' include, but are not limited to:
 - Take the ID in your hand
 - Check the date of birth
 - Check the photograph matches the person presenting the ID
 - Ensure the ID is valid (by checking holograms and security features) and in date
 - Ask relevant questions (middle names, address, signatures etc.)

All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue

Acceptable Forms of Identification Policy

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives

- As per the venues 'Conditions of Entry Policy' acceptable forms of Government Approved ID are:
 - Driver's License (Provisional or Full)
 - Passport
 - PASS 'Prove It' Card
 - International Identification Cards/ National Identification Cards
- All forms of ID presented must be valid and in date

All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue

Challenge "25" Policy

This policy formulates part of the Premises License procedures to assist with all of the Licensing Objectives

- As it is extremely difficult to assess age the Venues Policy is to challenge any person attempting to purchase alcohol that you believe is 25 or under
 - When requesting Proof of Age ID, staff shall:
 - Be polite and courteous
 - Smile and be assertive
 - Be confident and use open body language
 - Do not intentionally embarrass the person
 - If any person becomes aggressive or offended pass the incident on to the Supervisor or Manager on Duty

****If a member of staff is uncertain whether any form of ID presented to them is acceptable they are to refuse service and refer to the Supervisor or Duty Manager***

All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue

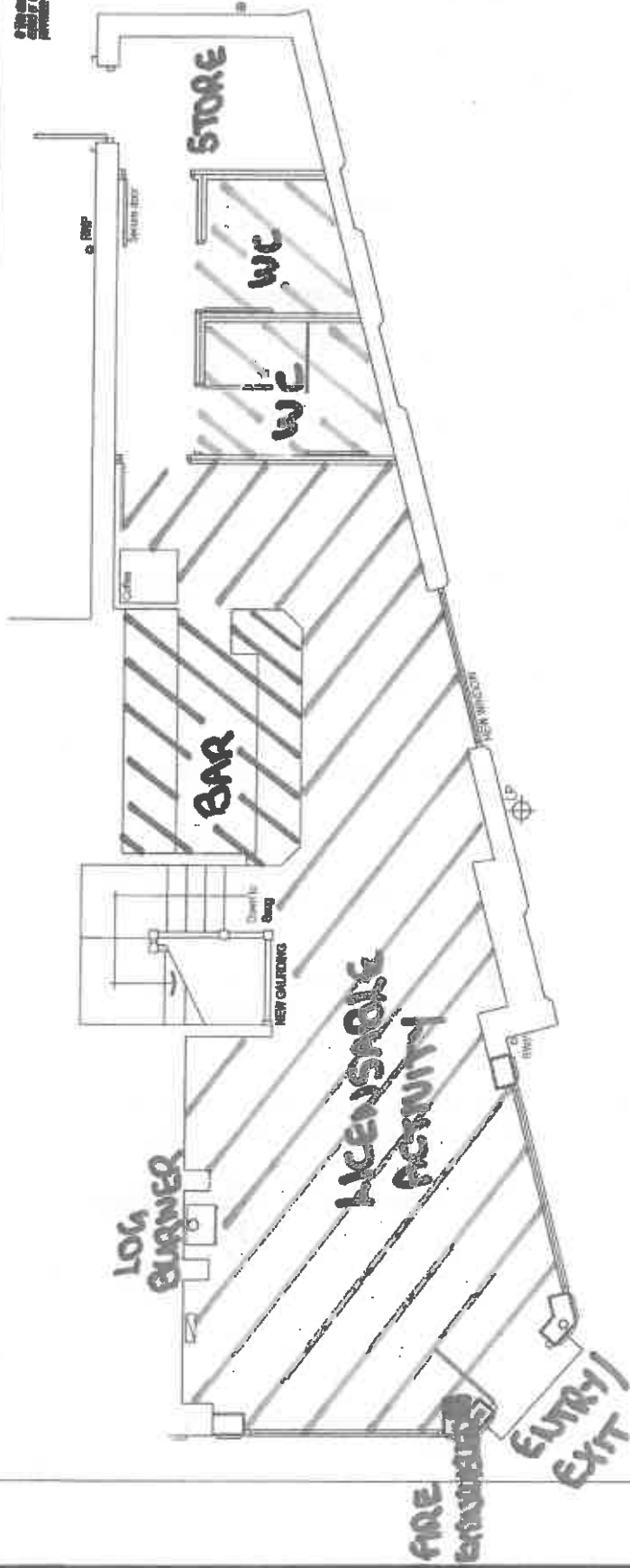
Zero Tolerance of Drugs Policy

This policy formulates part of the Premises License procedures to assist with the Licensing Objectives 'The Prevention of Crime and Disorder'.

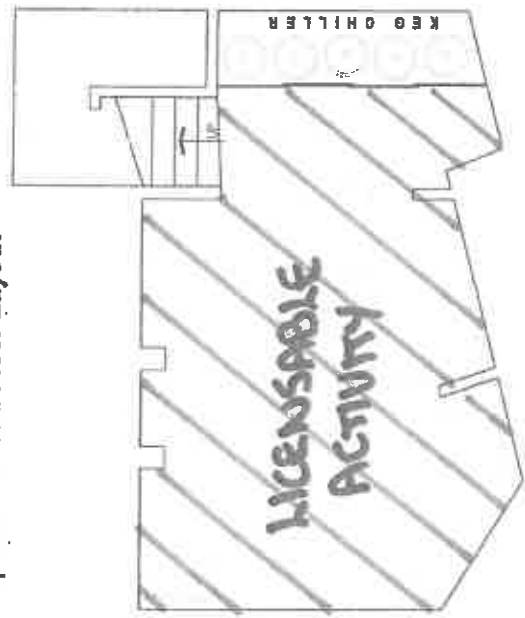
- The Management and Supervisor Team are to complete certified 'Drugs Awareness Courses'
- The venue will display relevant notices detailing their Zero Tolerance approach to Drug use in prominent areas of the venue.
- The Management are to liaise with the Police and Licensing Authority on a regular basis (including through schemes such as Pub Watch / Licensed Premises Partnership – if in operation locally).
- All Drugs found or seized are to be sealed in an evidence bag and stored in the site safe. Details of the seizure are to be recorded on a Site Incident Report. The Police are to be contacted for collection at their earliest convenience
- Door Supervisors are to conduct regular checks of the toilets and cubicles
- Any person suspected of using or having drugs upon their person must reported to the Duty Manager, if appropriate a search will be requested and the Police contacted
- All searches are to be carried out by a Responsible Person with the Duty Manager present.
- Anyone refusing to be searched on entry will be refused, anyone refusing a search after being admitted entry will be reported to the Police.
- The Duty Manager will be responsible for handling any confiscated substances until the Police are available to collect
- Staff who commit an offence under the Misuse of Drugs Act 1971 or who witnesses such an act on the premises and withhold evidence will be liable to disciplinary procedures.
- Any patrons known to be associated with persons caught in the possession of illicit/illegal substances are to be asked to leave the venue (at the Duty Managers discretion)
- Any person suspected of being intoxicated on illicit substances will, when necessary, be reviewed by an onsite First Aider in a space designated for 'Vulnerable People'

All Door Supervisors and Staff are to have read and understood this policy before commencing employment at the venue

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Proposed Ground Floor Layout



Proposed Snug Layout

REMOVED EXISTING WALLS AND REFRAMING
 WORKING TO THE STRUCTURAL STEEL CODE.
 ALL OTHERS TO BE LIMITED OVER
 WHERE APPLICABLE.

NEW 10mm STAINLESS STEEL PARTITION

NEW 10mm STAINLESS STEEL PARTITION

SELECTED COMMERCE UNIFORMS

GLAZED DOUBLE TRAP DOOR

STEEL SUPPORTING BEAMS

M.I.C. DESIGN
 BUILDING DESIGN SERVICES
 Project: Riverside Garden Ltd
 Location: 21 Yorks Street, Harrogate, North Yorkshire, YO15 7YU
 Title: Proposed Floor Plans
 Date: 15th JAN 2018
 Drawing No: 18.01.10-03
 To: Michael Reed, Resident, Riverside Garden Ltd
 Tel: 0115 887001

From: David Fewster [redacted]
Sent: 14 May 2018 11:05
To: J.Alison
Subject: Re: The Dog House at Hucknall

Follow Up Flag: Follow up
Flag Status: Flagged

This message originated from outside your organization

Hi Julian

Ah OK, in that case, can we remove the request completely then.

Many thanks

David

Sent from my iPhone

> On 14 May 2018, at 09:25, J.Alison <J.Alison@ashfield.gov.uk> wrote:
>
> Thanks for this David.
>
> Live Music and Recorded Music between the hours of 8am and 11pm is not licensable in small venues serving alcohol.
>
> As such, are you sure that you don't want to remove the Live & Recorded Music from the application entirely?
>
>
> Kindest regards
>
> Julian Alison
>
> Licensing Team Leader
> Places & Communities
> Ashfield District Council
> Urban Road
> Kirkby-in-Ashfield
> NG17 8DA
>
> E: j.alison@ashfield.gov.uk | T: 01623 457364 (Int: 4364) | M: 07989 531419 | W: www.ashfield.gov.uk/business/licensing/

> -----Original Message-----
> From: David Fewster [mailto: [redacted]]
> Sent: 11 May 2018 20:54
> To: J.Alison <J.Alison@ashfield.gov.uk>
> Subject: The Dog House at Hucknall

>
> This message originated from outside your organization
>
> Hi Julian
>
> Further to our phone conversation today, please see pictures below of the 'new' blue notice at 2 Yorke St, visible when the shutters are down and up. As advised the new deadline is now 8th June.
>
> Please also note that we wish to amend the premises application to have regulated music to 11pm only (from 11.30pm). This is also reflected on the blue notice.
>
> I hope that's is all in order and acceptable.
>
> Any problems please let me know.
>
> Many thanks
>
> David
>

>
>
> This e-mail (and any attachments) is confidential and may contain personal views which are not the views of Ashfield District Council unless otherwise specifically stated.
>
> If you are not the intended recipient and you have received this e-mail in error you must not copy, distribute or take any action in reliance on it. Please notify the sender by e-mail or telephone and delete it from your system.
>
> Please note that Ashfield District Council reserves the right, subject to compliance
> with legislation, to monitor emails sent or received. Under current legislation, such as, but not limited to, the Data Protection Act 1998 and the Freedom of Information Act 2000 the contents may have to be disclosed in response to a request for information.
>
> We utilise an anti-virus system and therefore any files sent via e-mail will
> have been checked for known viruses. You are however advised to run your own virus check before opening any attachments received as we will not in any event accept any liability whatsoever once an e-mail and/or any attachment is received.
>
> Printing this email? Please think environmentally and only print when essential. Thank you.
>
> www.ashfield.gov.uk

J.Alison

APPENDIX THREE

From: Ansty, Catherine
Sent: 16 April 2018
To: Licensing
Subject: Big Dog Pub Company Application

This message originated from outside your organization

Good Afternoon,

Nottinghamshire Police has received an application from Big Dogs Pub Company Ltd for a grant of a premises licence at 'the dog house at hucknall', 2 Yorke Street, Hucknall. After viewing the operating schedule and application form, Nottinghamshire Police can confirm they are happy with the contents and do not wish to make a representation,

Regards

Kate Ansty
Senior Licensing Officer
County Licensing

Local Policing Unit (Licensing)
Nottinghamshire Police
Mansfield Police Station
Great Central Road
Mansfield
Nottinghamshire NG18 2HQ

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Find out about Nottinghamshire Police by visiting www.nottinghamshire.police.uk

APPENDIX FOUR

Dear Sir

I am writing to submit a new representation to my objection to the application for a licence at 2 Yorke street Hucknall (Doghouse Micropub). The basis for this opposition is that granting a licence for these premises will not promote the licensing objectives, particularly the prevention of crime, disorder, antisocial behaviour and protection of children from harm. Enabling these premises to sell alcohol would be totally detrimental to the councils aims and objectives.

I have just read the licensing notice which states that they want 1. Alcohol to be served from 10 o'clock until 23.30 hours Monday to Sunday. 2. Entertainment from 10 o'clock until 23.00 hours Monday to Sunday. 3. Opening times 10 o'clock until 24 hours Monday to Sunday.

Prevention of public nuisance:

- Noise from patrons standing outside smoking opposite my living room.
- Taxi noise pipping, engine running, doors banging and car radio noise when they are picking up and dropping off their fares.
- People arriving and leaving the pub ie shouting, arguing and singing especially when they have had a drink.
- Noise from patrons when waiting to be picked up by taxis
- All the other noise a pub generates.
- The anti social behaviour we get already will only be added to the problems because with the best will in the world they can not help how their patrons will behave.
- We already have noise from the Half Moon and the Liberal Club and if they are given a alcohol and entertainment licence this will be unbearable.
- Late opening hours will disturb us from getting to sleep and have a detrimental effect on our health and enjoyment of our home.

This licence shouldn't be granted it is too close to family homes which is approx. 14 metre directly opposite my home.

Prevention of crime and disorder:

What we witness on a regular basis.

1. Urinating up our gates, alleyways and front door.
2. Fighting and Shouting in the street.
3. Drunken Vandalism to our cars.
4. Banging on our windows and doors.
5. Drug taking.
6. Having sex at the rear of the proposed pub.
7. Drunken criminal damage ie pulling media boxes and cables away from walls when you go out you are met with drunken abuse and threats.
8. Don't feel safe when drunken behaviour is taking place as you don't know how far it is going to exculpates .

This can only make these problems escalate if the permission is given.

Protection Of Children From Harm:

My 1 year old granddaughter stays some weekends and we cant put her to the rear of the property because the thumping music from the Half Moon and Liberal club. So she sleeps in the front.

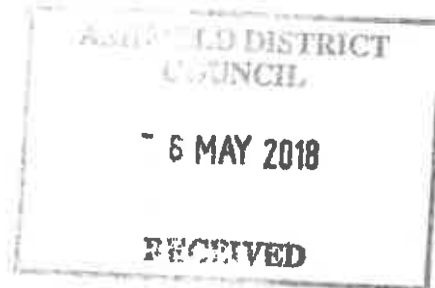
1. Noise from Shouting, Arguing and Music
2. Unable to sleep due to noise
3. Detrimental effect on health.

Public safety :

Everyday we experience cars and taxis mounting the pavements on the dropped down curd. And we have many near misses from nearly being hit by these cars when exiting from our alley gate way or front door of our property. And having this pub across the road can only add to the problem when the patrons are being picked up and dropped off.

Your sincerely
Mrs A Stevenson.

11 Sandy Lane
Hucknall
Notts
NG15 7GR



4th May 2018

Licensing Authority
Ashfield District Council
Urban Road
Kirkby-in-Ashfield
Notts
NG17 8DA

Dear Sir/ Madam,

Ref: Big Dogs Pub Company application for a Premises Licence for The Dog House, 2 Yorke Street, Hucknall

I am writing to object to the above application. I had heard that Ashfield District Council had granted this Licence for the supply of alcohol up until 11.00 pm daily. However, I was surprised to see that the Big Dog Pub Company has now applied for an extension to these hours even though this public house is not yet open. Due to these premises not yet having opened, I would deem it nigh on impossible for anyone to have any idea of the impact that this business venture is likely to have on the local residential community. I understand that music is to be played in these premises, and it is astonishing that the Big Dog Pub Company is applying for an extension to the Entertainment hours already. Surely, it would make more sense to first ascertain the consequences of the music on the residential community before applying for yet more hours of music.

I live four blocks away from these premises and from my back bedroom window I can see the Church tower. That will give you some idea of how close my home is to the proposed public house. It is not far from the church. I am regularly subjected to the **Public Nuisance** of persons who have been drinking in the existing public houses and bars making loud noises e.g. drunken arguments, shouting, and singing, within earshot of my home. This goes on late at night and into the early hours of the morning as patrons of the existing public houses and bars pass through my neighbourhood... It is sometimes accompanied by fisticuffs, the smashing of glass and occasionally by people urinating in the fronts of local properties. I can hear people down the street vomiting on the pavement and the evidence is there for all to see and smell later in the day. There are times when our homes and cars are subject to vandalism too - I have had things thrown at my front room window...

In winter I can have my windows closed but even the double-glazing does not entirely keep out the racket. In summer when the weather is warm I need my windows open and it can be nigh on impossible to sleep due to the noise and anti-social antics of drunks going home. My health is not good and this does not help matters. Furthermore, there are members of this residential community who have to turn into work - the problems described above cannot be good for either their work performance, or for their health.

I could even hear, at about 4 am one morning the racket coming from the H2O bar as they were showing some boxing match on the large screens in there.

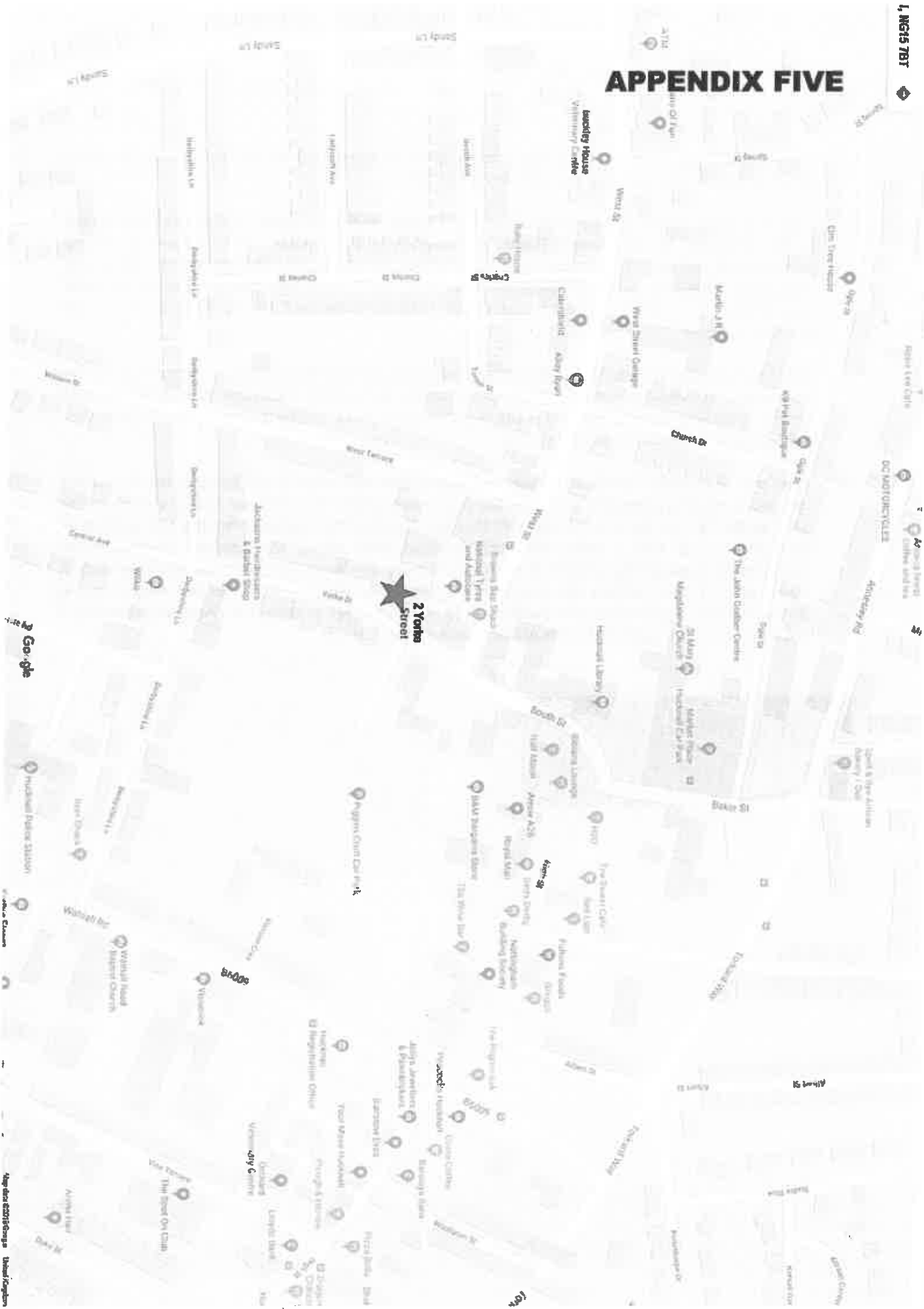
I am also aware that there have been incidents of **Crime and Disorder** involving violence on and in the vicinity of the High Street. These are connected to drunkenness and to the already existing public houses and bars - I have also found persons collapsed close to the Half Moon Public House, as they are so drunk they are literally paralytic. One young man I found early one morning had the upper part of his chest on the pavement whilst his legs were out in the road. He was fortunate that he had not been run over.

This level and type of behaviour is already unacceptable to the resident community. It seems to me that no one has any consideration or respect for the right of the resident community to enjoy our existing homes peacefully. I would prefer it if the currently open public houses and bars were to have their licensing and entertainment hours reduced.

I am now extremely concerned about this Application and what it will bring about. I consider this most recent application to be far too precipitate given the problems that this community already has to contend with. It appears that the Big Dog Pub Company having once gained an inch will try to take a mile. And this, without even giving the resident community an opportunity to gauge the additional problems that we may have from this establishment once it opens until 11 pm. I believe this precipitate action is morally offensive. The last thing I need is for more noise, aggravation and public nuisance, and further problems of crime and disorder. I am now extremely opposed to this public house opening at all.

West

APPENDIX FIVE



2 Yorks Street

Google

1, 1615 781

APPENDIX FIVE