



BRACKNELL FOREST BOROUGH COUNCIL
Licensing Team, Time Square, Market Street, Bracknell, RG12 1JD

**Application to vary 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 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.

Sandhurst Social Club applies for a club premises certificate under section 84 of the Licensing Act 2003 for the premises described in Part 1 below.

Club premises certificate number

LN/20050250

Part 1 – Club Premises Details

Name of club Sandhurst Social Club Ltd	
Postal address of premises or, if none, ordnance survey map reference or description 33/35 Wellington Road	
Post town Sandhurst	Postcode GU47 9AW
Telephone number (if any) 01344 775721	
E-mail address (optional) secretary@sandhurstsocialclub.com	

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)	

Part 2 – Applicant details

Daytime contact telephone number

01344 775721

Email address (optional)

secretary@sandhurstsocialclub.com

Current postal address if different from premises address

N/A

Post Town

N/A

Postcode

N/A

Part 3 – Variation

Please tick ✓

Do you want the proposed variation to have effect as soon as possible?

Yes

✓	No	
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If not, from what date do you want the variation to take effect?

DD		MM		YYYY	

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (please see guidance note 1)

Yes

No

✓

Please describe briefly the nature of the proposed variation (please see guidance note 2)

Single storey Social Club. Function Room and Lounge Bar available. Located in mostly residential area but has been in current location for approximately 90 years. Serving mostly the local community and family friendly environment.

Proposed variation to extend both smoking area opening hours to 23:00 (currently 22:30 limitation).

Also variation and removal of current conditions to merge and shorten document, and to bring up to date with modern day regulations.

If the club's proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

N/A

Part 4 Club Operating Schedule

Please complete those parts of the Club Operating Schedule which would be subject to change if this application to vary is successful.

What qualifying club activities do you intend to conduct on the club premises which will be affected by your application?

Provision of regulated entertainment

Please tick ✓

- 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) performance 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, L and M

A

Plays Standard days and timings (please see guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please see guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for performing play (please see guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the club premises for the performance of plays at different times to those listed in the column on the left, please list (please see guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please see guidance note 7)			Will the exhibition of a films take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please see guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the exhibition of films (please see guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the club premises for the exhibition of films at different times to those listed in the column on the left, please list (please see guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please see guidance note 7)			Please give further details (please see guidance note 4)
Day	Start	Finish	
Mon			Please give further details (please see guidance note 4)
Tue			
Wed			State any seasonal variations for indoor sporting events (please see guidance note 5)
Thur			
Fri			Non standard timings. Where you intend to use the club premises for indoor sporting events at different times to those listed in the column on the left, please list. (please see guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainment Standard days and timings (please see guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon			Please give further details here (please see guidance note 4)	Both		
Tue						
Wed				State any seasonal variations for the boxing or wrestling entertainment (please see guidance note 5)		
Thur						
Fri				Non standard timings. Where you intend to use the club premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list. (please see guidance note 6)		
Sat						
Sun						

E

Live music Standard days and timings (please see guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon			Please give further details here (please see guidance note 4)	Both		
Tue						
Wed				State any seasonal variations for the performance of live music (please see guidance note 5)		
Thur						
Fri				Non standard timings. Where you intend to use the club premises for the performance of live music at different times to those listed in the column on the left, please list. (Please see guidance note 6)		
Sat						
Sun						

F

Recorded music Standard days and timings (please see guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please see guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the playing of recorded music (please see guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the club premises for the playing of recorded music at different times to those listed in the column on the left, please list. (please see guidance note 6)		
Sat					
Sun					

G

Performance of dance Standard days and timings (please see guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please see guidance note 4)	Both	
Tue					
Wed			State any seasonal variations for the performance of dance (please see guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the club premises for the performance of dance at different times to those listed in the column on the left, please list. (please see guidance note 6)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please see guidance note 7)			Please give a description of the type of entertainment you will be providing																										
<table border="1"> <thead> <tr> <th>Day</th> <th>Start</th> <th>Finish</th> </tr> </thead> <tbody> <tr><td>Mon</td><td></td><td></td></tr> <tr><td>Tue</td><td></td><td></td></tr> <tr><td>Wed</td><td></td><td></td></tr> <tr><td>Thur</td><td></td><td></td></tr> <tr><td>Fri</td><td></td><td></td></tr> <tr><td>Sat</td><td></td><td></td></tr> <tr><td>Sun</td><td></td><td></td></tr> </tbody> </table>			Day	Start	Finish	Mon			Tue			Wed			Thur			Fri			Sat			Sun			Will the entertainment take place indoors or outdoors or both – please tick (✓) (please see guidance note 3)	Indoors	
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Outdoors																													
Both																													
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			State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please see guidance note 5)																										
			Non standard timings. Where you intend to use the club 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 see guidance note 6)																										

I

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption on or off the premises or both – please tick (✓) (please read guidance note 8)																										
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			State any seasonal variations for the supply of alcohol (please read guidance note 5)																										
			Non standard timings. Where you intend to use the club premises for the supply of alcohol at different times to those listed in the column on the left, please list. (please read guidance note 6)																										

J

Hours club premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon			Non standard timings. Where you intend to use the club premises to be open to members and guests at different times from those listed in the column on the left, please list. (please read guidance note 6)
Tue			
Wed			
Thur			
Fri			
Sat			
Sun			

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)

None

L

Please identify those conditions currently imposed on the certificate which you believe could be removed as a consequence of the proposed variation you are seeking

Condition 11 – Remove as duplicate of Condition 7
 Removal of Conditions: 16, 2nd part of 17, 18, 19, 20, 21, 22, 23, 27, 28, 30, 31, 32, 33, 35, 36, 37, 38, 39, 40, 41, 53 as all conditions covered by H&S at Work Act 1990
 Removal of 1st part of Condition 17, 24, 25, 26 as covered by Fire Risk Assessment
 Merging of Conditions 43 + 44, and amendment to read 'the external doors and windows shall remain closed after 22:00 except for immediate access and egress of staff and customers'
 Merging of Conditions 46 + 47
 Removal of Condition 61 as is a duplication of Condition 42

Please tick ✓

I have enclosed the club premises certificate

I have enclosed the relevant part of the club premises certificate

If you have not ticked one of these boxes please fill in reasons for not including the certificate or part of it below:

Reasons why the club has failed to enclosed the club premises certificate or relevant part of it

N/A

M

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 10)

As existing with particular emphasis on noise pollution and monitoring of outside areas of the Club.

b) The prevention of crime and disorder

As existing

c) Public safety

As existing

d) The prevention of public nuisance

The external areas of the premises shall not be used after 23:00.

The outside smoking areas shall be monitored by an appropriate member of staff on an hourly basis after 21:00, and on a 30 minute basis where there is a function with regulated entertainment in the Function Hall of the Club, to ensure there is no noise nuisance to nearby residential premises.

All monitoring of the external areas shall be recorded and made available to authorised officers of Bracknell Forest Council or Thames Valley Police on request.

CCTV screens shall be situated behind the bar of the Club to ensure additional ongoing monitoring of the smoking areas.

There shall be no consumption of food or drink in the outside areas of the premises after 22:00.

e) The protection of children from harm

As existing

Checklist:


Please tick ✓ to indicate agreement

- I have made or enclosed payment of the fee; or
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy
- I have sent copies of this application and the plan to responsible authorities
- I understand that I must now advertise my application
- I have enclosed the club premises certificate or relevant part of it or explanation
- 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 5 – Signatures (please read guidance note 11)

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

Signature	
Date	11/02/14
Capacity	Club Secretary

Address for correspondence associated with this application (please read guidance note 12) 33 – 35 Wellington Road	
Post town Sandhurst	Postcode GU47 9AW
Telephone number (if any) 01344 775721	
If you would prefer us to correspond with you by email your email address secretary@sandhurstsocialclub.com	