

## **Licensing Act 2003**

**Extract from Premises Licence Application relating to:-**

**Foreign Muck  
1 The Courtyard  
Fore Street  
Saltash  
PL12 6JR**

**Section 4 of 21****NON INDIVIDUAL APPLICANTS**

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

**Non Individual Applicant's Name**

Name

**Details**

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

**Section 5 of 21****OPERATING SCHEDULE**

When do you want the premises licence to start?

/  /   
dd mm yyyy

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

/  /   
dd mm yyyy

Provide a general description of 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.

The premises is a small coffee shop within an enclosed gated courtyard, which is locked overnight. Inside the premises, it has an open kitchen area and approximately five tables and chairs to seat about twelve customers. There are two doors/point of entry and windows on both the frontage and on one side of the premises. There are also approximately seven tables and chairs immediately outside in the courtyard, which the premises also serve.

There is a privately occupied residential flat above the premises.

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

**Section 6 of 21****PROVISION OF PLAYS**

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

**Section 7 of 21****PROVISION OF FILMS**

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

**Section 8 of 21****PROVISION OF INDOOR SPORTING EVENTS**

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

**Section 9 of 21****PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

<b>Section 10 of 21</b>
<b>PROVISION OF LIVE MUSIC</b>
<a href="#">See guidance on regulated entertainment</a>
Will you be providing live music?
<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Section 11 of 21</b>
<b>PROVISION OF RECORDED MUSIC</b>
<a href="#">See guidance on regulated entertainment</a>
Will you be providing recorded music?
<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Section 12 of 21</b>
<b>PROVISION OF PERFORMANCES OF DANCE</b>
<a href="#">See guidance on regulated entertainment</a>
Will you be providing performances of dance?
<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Section 13 of 21</b>
<b>PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE</b>
<a href="#">See guidance on regulated entertainment</a>
Will you be providing anything similar to live music, recorded music or performances of dance?
<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Section 14 of 21</b>
<b>LATE NIGHT REFRESHMENT</b>
Will you be providing late night refreshment?
<input type="radio"/> Yes <input checked="" type="radio"/> No

**Section 15 of 21****SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes☐ No**Standard Days And Timings**

MONDAY

Start 12:00

End 20:30

Start

End

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.

TUESDAY

Start 12:00

End 20:30

Start

End

WEDNESDAY

Start 12:00

End 20:30

Start

End

THURSDAY

Start 12:00

End 20:30

Start

End

FRIDAY

Start 12:00

End 20:30

Start

End

SATURDAY

Start 12:00

End 20:30

Start

End

SUNDAY

Start 12:00

End 20:30

Start

End

Will the sale of alcohol be for consumption:

☒ On the premises☐ Off the premises☐ Both

If the sale of alcohol is for consumption on  
the premises select on, if the sale of alcohol  
is for consumption away from the premises  
select off. If the sale of alcohol is for  
consumption on the premises and away  
from the premises select both.

*Continued from previous page...*

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

None

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

None

## **Section 16 of 21**

### **ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

None

**Section 17 of 21****HOURS PREMISES ARE OPEN TO THE PUBLIC****Standard Days And Timings****MONDAY**

Start 09:00

End 21:00

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.

Start

End

**TUESDAY**

Start 09:00

End 21:00

Start

End

**WEDNESDAY**

Start 09:00

End 21:00

Start

End

**THURSDAY**

Start 09:00

End 21:00

Start

End

**FRIDAY**

Start 09:00

End 21:00

Start

End

**SATURDAY**

Start 09:00

End 21:00

Start

End

**SUNDAY**

Start 09:00

End 21:00

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

None

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

None

**Section 18 of 21****LICENSING OBJECTIVES**

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

All staff responsible for alcohol sales will be fully trained to perform their role. They will be trained on the contents of the premises licence including times of operation and all conditions. They will also be trained on the requirements of the Challenge 25 Policy, which we will operate and the correct procedure to be followed when refusing service to any person who is drunk, underage or appears to be underage.

The training will be recorded in documentary form that will be available for inspection on request by a member of any relevant authority. The records will be retained for at least 12 months.

An incident book will be maintained to record any activity of a violent, criminal or anti-social nature. The record will contain the nature of the incident, the time and date, the people involved and action taken; and details of the person responsible for the management of the premises at the time of the incident. This incident book will be available for inspection on request by a member of any relevant authority. The records will be retained for at least 12 months.

There will be a safeguarding policy of refusing admission to persons who are drunk and/ or disorderly. I am already a member of Pubwatch and attend Pubwatch meetings to promote good practice throughout the town with regard to safe and responsible drinking environments. Our existing business is within close proximity to the premises and is not known as a venue that causes concern.

Service will be by way of table service to persons seated both inside and outside the premises. This will allow a capacity limit to prevent overcrowding and any opportunity that could lead to crime and disorder. Drinks will be served in toughened glasses for customers using the outside area, except for the sale of bottles of wine for consumption in the outside seating area. The collection of glasses and bottles will be undertaken on regular intervals to ensure there is no build-up of empty receptacles in and around the premises. No drinking vessel, glass or bottle shall be taken away from the premises.

The Licence Holder and Designated Premises Supervisor will ensure that any outside area included in the licence will be controlled in a safe and effective manner to the same standard operated within the premises building and will pay special attention at all times, to the impact that the use of the outside area has on the surrounding community.

b) The prevention of crime and disorder

CCTV will be installed, maintained and compliant with the guidance contained in the Information Commissioner's Office (ICO) guidance document. The CCTV equipment will be maintained in good working order, regularly checked for accuracy and will continually record 24/7 both inside and outside the premises, covering all areas where the public have access. Images will be retained for a minimum of 30 days. The CCTV system will be capable of downloading images to a recognisable viewable format of every person entering or leaving the premises.

This system will also be connected to the current system that is operational at the existing business applying for this new licence at this additional premises. This system software is capable of allowing playback of images at full screen resolution and to allow pause and slow motion effects. At all times the premises are open for business, there will be a member of staff who is capable of operating the CCTV system and downloading images at the request of a police officer or images will be made available within a 24 hour period from the time the image is captured.

A drugs policy will be adopted detailing the actions to be undertaken to minimise the opportunity to supply or use illegal substances in or around the premises. Staff will be made aware of the actions required in line with this policy.

## c) Public safety

Seating will be provided for no more than 16 persons (internal seating) and 20 persons (external seating) in the premises at all times whilst the premises are in operation. The external area will be seating only to prevent any overcrowding. Suitable and sufficient lighting will be provided and maintained within this area.

A Fire Risk Assessment has been undertaken at the premises and any additional necessary control measures will be implemented immediately. Fire doors will be maintained and unobstructed at all times. Records of these checks will be retained and available for inspection at the request of an authorised officer from a relevant responsible authority.

## d) The prevention of public nuisance

Prominent, clear and legible notices shall be displayed at all exits requesting that patrons respect local residents and leave the premises and the area quietly. It is intended that during the evenings, this premises will allow us to provide a waiting area for customers who are unable to immediately be seated at the restaurant (Foreign Muck). Therefore the intended licence trading times will be during the busiest times at the restaurant and not late night, therefore reducing the opportunity for any public nuisance.

## Control of light pollution

The use of additional lighting in the external area will cease at 21:00hrs except for security or health and safety reasons.

## Smoking

A suitable receptacle for smoking-related litter will be provided for patrons smoking on the premises. Prominent, clear and legible notices will be displayed in any area used for smoking, requesting that patrons use this area quietly.

## e) The protection of children from harm

The Challenge 25 - Proof of Age Scheme will be in operation and a notice shall be displayed advising patrons that they may be required to prove their age before purchasing alcohol. If a young person who appears to be 25 years or under asks for alcohol, they will be required to prove their age before they are served, unless the staff are certain (from personal knowledge or because they have seen proof of age on a previous occasion) that the person is 18 years or over.

The forms of proof of age that will be accepted are; a passport, a photo driving licence, or a proof of age card that has the PASS accreditation hologram. Photocopies will not be accepted.

All staff will be trained in this policy on induction and at regular intervals thereafter. All training will be recorded in documentary form that will be available for inspection at the request of an authorised officer from a relevant responsible authority. The records will be retained for at least 12 months.