

Cyngor Sir Powys County Council

FORM 9

ANNEX B



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 or typed in black ink. Use additional sheets if necessary.

Once completed please send your application to: -

CYNGOR SIR POWYS COUNTY COUNCIL The Licensing Officer

Council Offices Neuadd Brycheiniog Cambrian Way Brecon Powys LD3 7HR	Council Offices Y Gwalia Ithon Road Llandrindod Wells Powys LD1 6AA	Council Offices Neuadd Maldwyn Severn Road Welshpool Powys SY21 7AS
Contact: 0845 602 7037 and ask to speak to an Officer		

You may wish to keep a copy of the completed form for your records

I/WeRiver Wye Activity Centre Ltd.....
(Insert name of applicant / applicants)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I / 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 if any or if none Ordnance Survey map reference or description.

River Wye Activity Centre, Glasbury House, Glasbury

Post town

Hereford

Post code

HR3 5NW

Telephone number of premises (if any)

01432 264 807

£ Non-domestic rateable value of premises

£15000

Part 2 - Applicant Details		
Please state whether you are applying for a premises licence as	Please Tick or insert "YES" in the relevant box	Next Step
a). An individual or individuals.		Please complete Section (A)
b). A person other than an individual.	Yes	Please complete Section (B)
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 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 state whether you are applying for a premises licence as)	Please tick <input checked="" type="checkbox"/>
I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or	Yes <input checked="" type="checkbox"/>
I am making this application pursuant to a	
Statutory function	
A function discharged by virtue of Her Majesty's prerogative	

A. DETAILS of INDIVIDUAL NOTICE GIVERS (fill in as applicable)										
Name										
Delete as appropriate:										
Surname										
Forenames										
Are you over 18				Date of Birth						
				DD/MM/YYYY						
Place of Birth										
Nationality										
CURRENT POSTAL ADDRESS if different from premises address										
Post Town						Post Code				
Contact Phone number in working hours										
E-mail Address if any (optional)										
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit "share code" provided to the applicant by the service (please see note 2 for information).										
Share Code										

DETAILS of SECOND INDIVIDUAL NOTICE GIVER (if Applicable)										
Name										
Delete as appropriate: Mr. Mrs. Miss. Ms. Other title (for example, Rev)										
Surname										
Forenames										
Are you over 18	Yes	No		Date of Birth						
				DD/MM/YYYY						
Place of Birth										
Nationality										
CURRENT POSTAL ADDRESS if different from premises address										
Post Town						Post Code				
Contact Phone number in working hours										
E-mail Address if any (optional)										
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit "share code" provided to the applicant by the service (please see note 2 for information).										
Share Code										

B. OTHER APPLICANTS (fill in as applicable)

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

Name

River Wye Activity Centre Ltd.

Address

River Wye Activity Centre, Glasbury House, Glasbury

Post Town Hereford

Post Code HR35NW

Registered number (where applicable)

12853945

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

Ltd. Company

Telephone number (if any) 01432 264 807

E-mail address (optional)

Part 3 Operating Schedule	Day	Month	Year
When do you want the premises licence to start?	0	1	0 4 2 0 2 1
If you wish the licence 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.			
Please give a general description of premises (Please read guidance note 1)			
<p>River Wye Activity Centre, Glasbury House, Glasbury, HR3 5NW. Previously used solely as a council run activity centre, now as a commercial activity centre providing activities, conferencing & events as well as having a small café onsite distributing food & drinks to our customers.</p>			

What licensable activities do you intend to carry on from the premises? (Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)		
Provision of regulated entertainment (please read guidance note 2)	Please tick ✓	
a) plays (if ticking yes, fill in box A)	YES	NO ✓
b) films (if ticking yes, fill in box B)	YES	NO ✓
c) indoor sporting events (if ticking yes, fill in box C)	YES	NO ✓
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	YES	NO ✓
e) live music (if ticking yes, fill in box E)	YES	NO ✓
f) recorded music (if ticking yes, fill in box F)	YES	NO ✓
g) performances of dance (if ticking yes, fill in box G)	YES	NO ✓
h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	YES	NO ✓
	Please tick ✓	
Provision of late night refreshment (if ticking yes, fill in box I)	YES	NO ✓
Sale / Supply of alcohol (if ticking yes, fill in box J)	YES ✓	NO

IN ALL CASES PLEASE COMPLETE BOXES K, L, AND M BELOW

[BOX A] PLAYS Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both - Please Tick or insert "YES" in the relevant box. (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<u>Please give further details here (please read guidance note 4)</u>		
Tue					
Wed			<u>State any seasonal variations for performing plays (please read guidance note 5)</u>		
Thur					
Fri			<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. (please read guidance note 6)</u>		
Sat					
Sun					

[BOX B] FILMS Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – Please Tick or insert "YES" in the relevant box. (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<u>Please give further details here (please read guidance note 4)</u>		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films (please read guidance note 5)</u>		
Thur					
Fri			<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. (please read guidance note 6)</u>		
Sat					
Sun					

[BOX C] INDOOR SPORTING EVENTS Standard days and timings (please read guidance note 7)			<u>Please give further details here (please read guidance note 4)</u>		
Day	Start	Finish			
Mon					
Tue			<u>State any seasonal variations for indoor sporting events (please read guidance note 5)</u>		
Wed					
Thu			<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. (please read guidance note 6)</u>		
Fri					
Sat					
Sun					

[BOX D] BOXING OR WRESTLING ENTERTAINMENT Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – Please Tick or insert "YES" in the relevant box (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<u>Please give further details here (please read guidance note 4)</u>		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)</u>		
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. (please read guidance note 6)</u>		
Sat					
Sun					

[BOX E] LIVE MUSIC Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – Please Tick or insert "YES" in the relevant box (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			<u>Please give further details here (please read guidance note 4)</u>		
Tue					
Wed			<u>State any seasonal variations for the performance of live music (please read guidance note 5)</u>		
Thur					
Fri			<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. (please read guidance note 6)</u>		
Sat					
Sun					

[BOX F] RECORDED MUSIC Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both - Please Tick or insert "YES" in the relevant box (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for playing recorded music (please read guidance note 5)		
Thur					
Fri			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 6)		
Sat					
Sun					

[BOX G] PERFORMANCE OF DANCE Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both - Please Tick or insert "YES" in the relevant box (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri			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. (please read guidance note 6)		
Sat					
Sun					

[BOX H] ANYTHING OF A SIMILAR DESCRIPTION TO THAT FALLING WITHIN (E), (F) or (G). Standard days and timings (please read guidance note 7)			<u>Please give a description of the type of entertainment you will be providing</u>		
Day	Start	Finish	Will the entertainment be taking place indoors or outdoors or both – Please Tick or insert “YES” in the relevant box (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			<u>Please give further details here (please read guidance note 4)</u>		
Wed					
Thu			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</u>		
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. (please read guidance note 6)</u>		
Sun					

[BOX I] LATE NIGHT REFRESHMENT Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – Please Tick or insert “YES” in the relevant box (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				Both	
Tue			<u>Please give further details here (please read guidance note 4)</u>		
Wed			<u>State any seasonal variations for the provision of late night refreshment (please read guidance note 5)</u>		
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. (please read guidance note 6)</u>		
Sat					
Sun					

[BOX J] SUPPLY OF ALCOHOL Standard days and timings (please read guidance note 7)			Will the sale of alcohol be for consumption on or off the premises or both – Please Tick or insert “YES” in the relevant box (please read guidance note 8)	On	
Day	Start	Finish		Off	
Mon	1200	2130	State any seasonal variations for the supply of alcohol (please read guidance note 5) 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. (please read guidance note 6)	Both	Yes
Tue	1200	2130			
Wed	1200	2130			
Thur	1200	2130			
Fri	1200	2130			
Sat	1200	2130			
Sun	1200	2130			

**State the Name and Details of the Individual whom you wish to specify on your licence as the – (DPS) Designated Premises Supervisor. (Please see declaration about the entitlement to work in the checklist at the end of the form):
(A DPS is required to be a Personal Licence Holder)**

Delete as appropriate: Mr.

Surname	Head, Luke Samuel		
Forenames			
Are you over 18	Yes		
Place of Birth	Nuneaton		
CURRENT ADDRESS of Designated Premises Supervisor if different from premises address			
Post Town			
Personal Licence Number of DPS (if any)	Currently applying for PL		
Issuing Licensing Authority, if applicable			

[BOX 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

[BOX L] HOURS PREMISES ARE OPEN TO THE PUBLIC Standard days and timings (please read guidance note 7)			State any seasonal variation (please read guidance note 5)
Day	Start	Finish	Non-standard timings. Where you intend to use the premises to be open to the public at different times to those listed in the column on the left, please list. (please read guidance note 6)
Mon	0900	2200	
Tue	0900	2200	
Wed	0900	2200	
Thu	0900	2200	
Fri	0900	2200	
Sat	0900	2200	
Sun	0900	2200	

[BOX M] Please 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)

- A CCTV system is in operation, the coverage of this includes both external cameras and internal cameras covering the area where alcohol is to be stored and sold. Further cameras are planned to be installed to give increased coverage.
- The licensee is to be responsible for ensuring that there are sufficient competent staff on duty in relation to the sale of alcohol and in order to maintain the licensing objectives.
- The licensee will ensure that staff undertake appropriate training in relation to the sale of alcohol. Records of this training and any refresher training is to be kept in staff records.

b) The prevention of crime and disorder

- Any crime witnessed by a member of staff will be reported to the police.
- Any CCTV footage or other evidence of crime/disorder will be provided to the police.
- The BBPA 'Drugs and Pubs Leaflet' is to be used as guidance for on identifying drug use and to implement policies to dissuade the use of drugs on the premises.
- All goods, including those subject to duty payments, will be purchased from reputable cash and carries and invoices will be made available where required. No alcohol will be purchased by the premises from any other sources.

c) Public safety

- Appropriate fire safety procedures are in place including suitable fire extinguishers, fire exit signs, smoke detection, and emergency lighting. These are tested annually by qualified contractors and inspected regularly in accordance with fire safety regulations.
- Where alcohol is not being directly supervised it will be kept in secure, locked storage and access to the keys controlled.

d) The prevention of public nuisance

-A 'quiet after 2200' policy is in place on the site. This is advertised through the use of signage and actively policed by onsite staff.

-The service of alcohol is to stop 30mins before closing time. This is to allow a 'drinking up period'.

e) The protection of children from harm

-A 'Challenge 25' scheme will be in operation in accordance with the Retail of Alcohol Standards Group guidance. This will include displaying posters and training staff on what is acceptable as age verification.

-Under 18's are to be kept under close adult supervision at all times as per the terms and conditions advertised on our website.

CHECKLIST: Please Tick or insert "YES" in the boxes below to indicate agreement

• I have made or enclosed payment of the fee	
• I have enclosed a plan of the premises	
• I have sent copies of this application to responsible authorities and others where applicable	yes
• I have enclosed the consent form completed by the individual I wish to be the Designated Premises Supervisor, if applicable	yes
• I understand that I must now advertise my application	yes
• I understand that if I do not comply with the above requirements my application will be rejected	yes
• [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE

WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent. (See guidance note 12) If signing on behalf of the applicant please state in what capacity.

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
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Signature	
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Date	22/03/2021
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Capacity	Manger
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For joint applications signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 13) If signing on behalf of the applicant please state in what capacity.

Signature	
------------------	--

Date	
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Capacity	
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Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

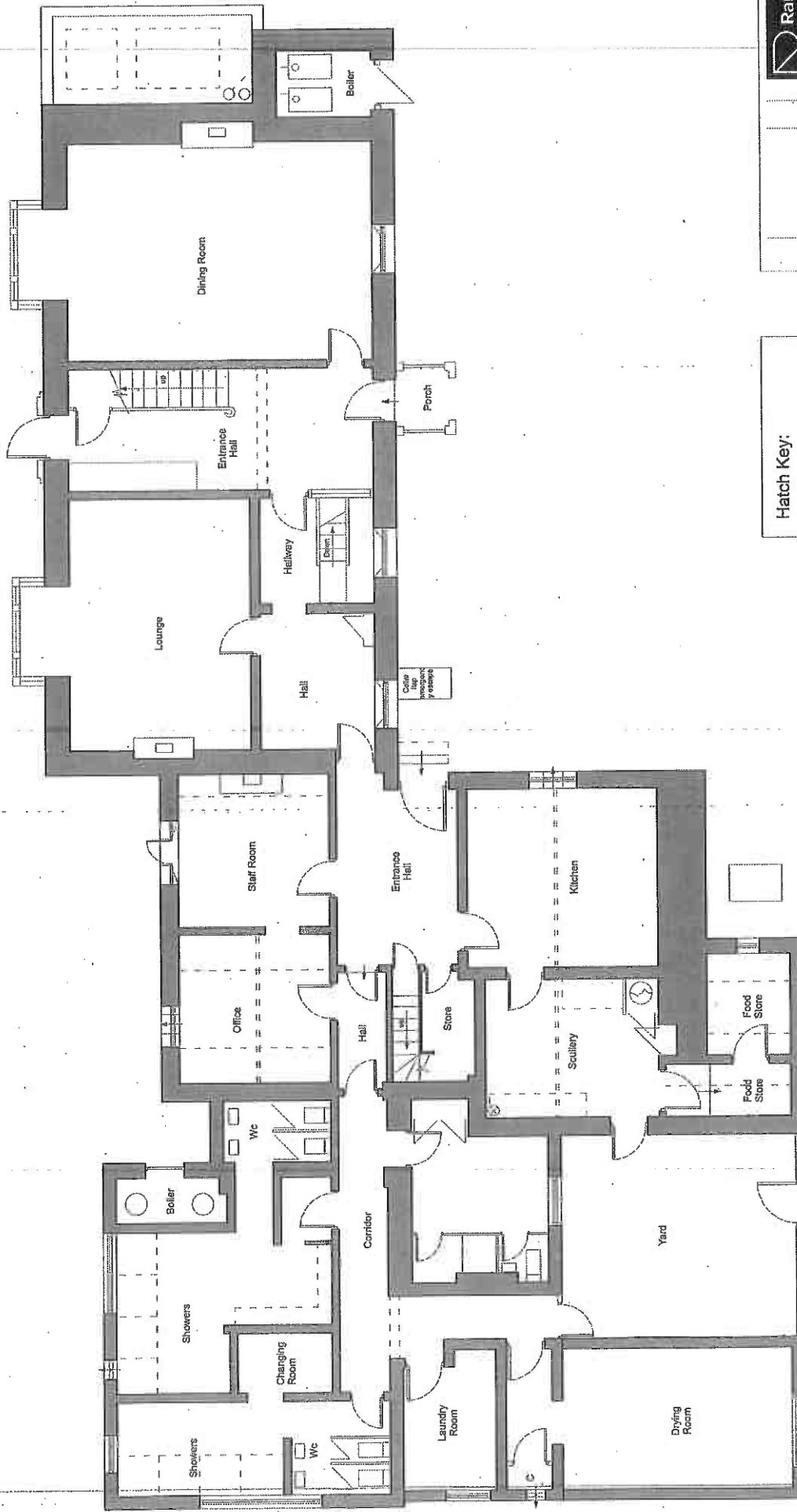
Luke Head
 Manager
 River Wye Activity Centre

Post Town	Glasbury	Postcode	HR35NW
Telephone number			
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. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23:00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises; provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not

General Notes:
 Do not scale off drawings.
 These drawings are concept only and are not for construction. All financial, structural and building control items are to be confirmed by the relevant authorities.

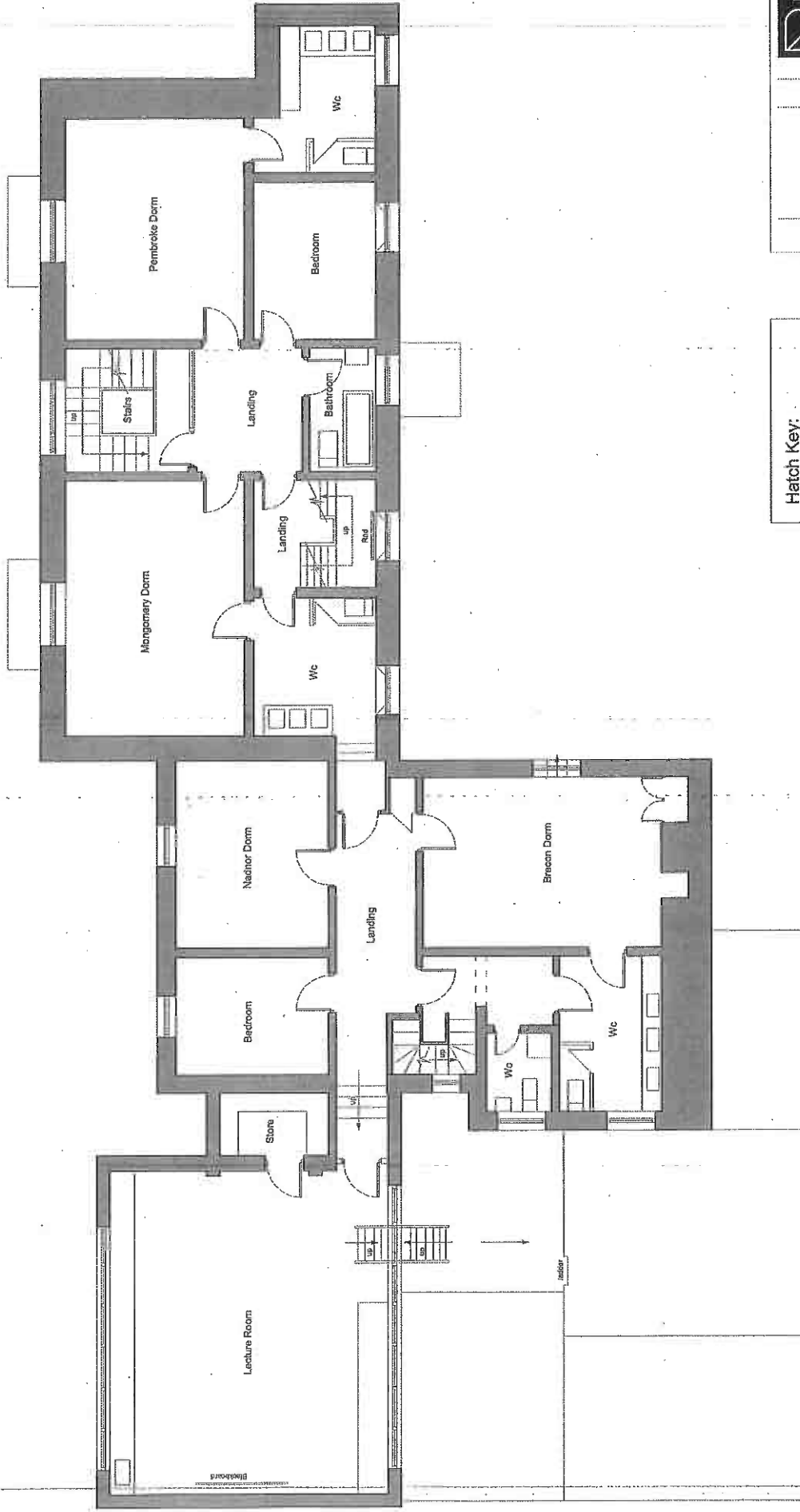


Existing Ground Floor Plan
 Scale: 1:50

RANDALL ARCHITECTURE 100, WINDYBUSH ROAD GARDINGTOWN, WINDYBUSH, 168 000	
Customer address: 23 HAZELWOOD, WINDYBUSH, 168 000	
Category number: 1001221	
randall@randallarch.co.za	
Project: Existing Glassbury House	Date: 2014
Existing Glassbury House Ground Floor Plan	
Drawing Name: 001143_002 (-)	Drawing Number: 001143_002 (-)
Concept: 1:50 A1	Page Size: A1
Drawing Scale: 1:50	Page No: 1

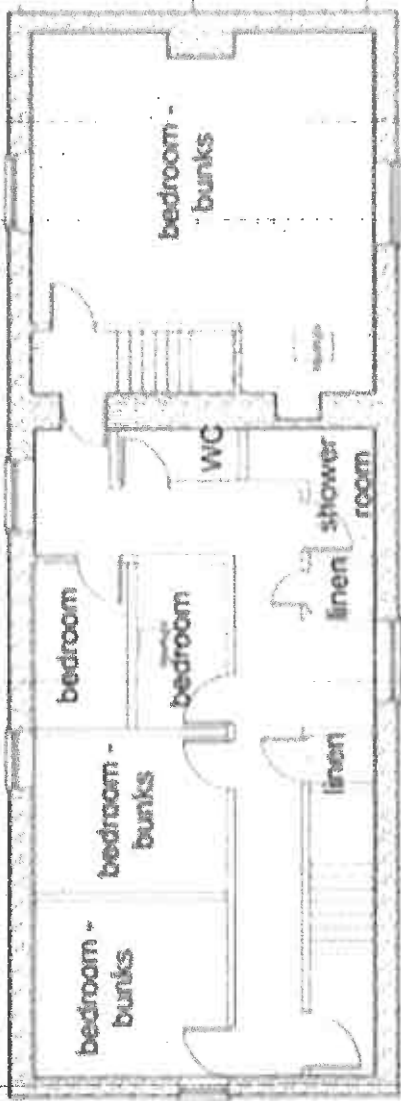


General Notes:
 Do not scale drawings.
 These drawings are concept only and are for
 information only. They are not to be used for
 building control forms or to be considered by
 additional specific professional advice

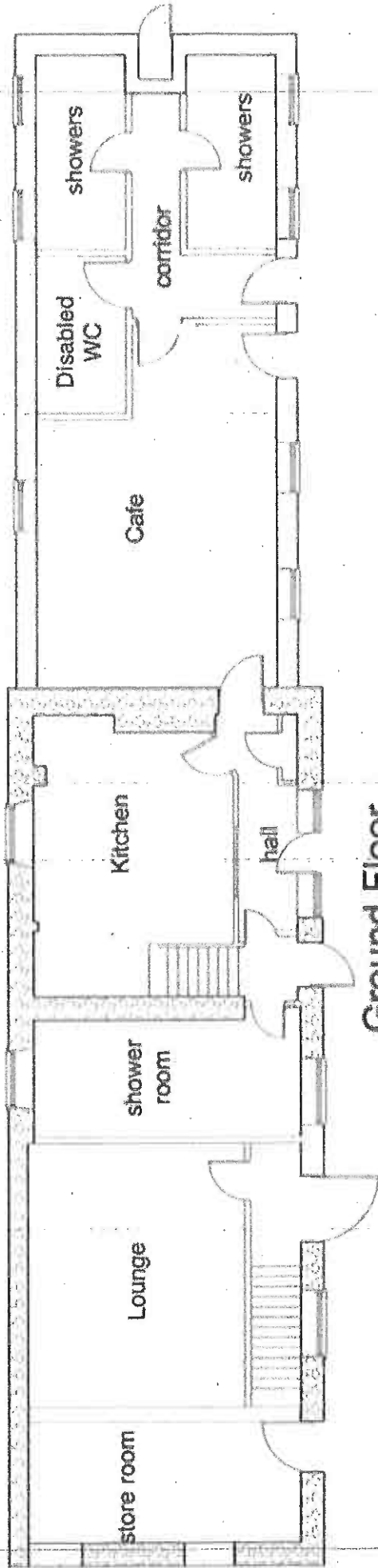


Existing First Floor Plan
 Scale: 1:50

Project Name: GLASBURY HOUSE Date: 15/03/2021 Drawn: J. JONES Checked: J. JONES Project Number: 001143_003 (-)	
Existing Proposed Deleted	150 A1 001143_003 (-)



First Floor



Ground Floor