

Application for 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 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.

REIGATE EX-SERVICE & SOCIAL CLUB LIMITED

(Insert name of club)

club applies for a club premises certificate under section 71 of the Licensing Act 2003 for the premises described in Part 1 below (the club premises).

The club is making this application to you as the relevant licensing authority in accordance with section 68 of the Licensing Act 2003.

Part 1 – Club premises details

Name of club REIGATE EX-SERVICE & SOCIAL CLUB LIMITED			
Postal address of premises or, if none, ordnance survey map reference or description 1 CHARTFIELD ROAD			
Post Town	REIGATE	Postcode	RH2 7JZ
Telephone number (if any)	01737 242009		
E-mail address (optional)	ANDY@REXS.ORG.UK		

Name of person performing duties of a secretary to the club LEE COWPERTWAITE			
Address of person performing duties of a secretary to the club 104 BUSHFIELD DRIVE			
Post Town	REDHILL	Postcode	RH1 5BW
Daytime contact telephone number (if any)	07841 537767		
E-mail address (optional)	lee@rexs.org.uk		

Non-domestic rateable value of premises	£6,800
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Are the club premises occupied and habitually used by the club?

Yes ☒ No ☐

Part 2 – Club Operating Schedule

When do you want the club premises certificate to start?

DD		MM		YYYY			
2	1	1	1	2	0	1	9

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

DD		MM		YYYY			

General description of club (please read guidance note 1)

A PRIVATE MEMBERS SOCIAL CLUB COMPRISING ONE BUILDING.

THE GROUND FLOOR IS DIVIDED INTO A SNOOKER ROOM, A MAIN BAR AREA AND A FUNCTION HALL.

THERE ARE TWO SMALL OFFICES ON THE FIRST FLOOR AND A DESIGNATED SMOKING AREA/PATIO TO THE SIDE OF THE BUILDING.

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

What qualifying club activities do you intend to conduct on the club premises?

Provision of regulated entertainment (please read guidance note 2)

Please tick all 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) ☐

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 and L.

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 (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for performing plays (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where the club intends to use the premises for the performance of a play at different times from those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) Very rare showing of films. Less than 10 time per annum.		
Mon	12:00	23:00			
Tue	12:00	23:00	Might show some kids films in the function hall during school holidays. This will be fully supervised.		
Wed	12:00	23:00			
Thur	12:00	23:00	<u>State any seasonal variations for the exhibition of film</u> (please read guidance note 5) As above during school holidays and as part of a Christmas party.		
Fri	12:00	23:00			
Sat	12:00	23:00	<u>Non standard timings. Where the club intends to use the premises for the exhibition of film at different times from those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun	12:00	22:30			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details here (please read guidance note 4) Pool, Snooker, Bar Billiards and Darts
Day	Start	Finish	
Mon	12:00	23:30	
Tue	12:00	23:30	<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed	12:00	23:30	
Thur	12:00	00:00	
Fri	12:00	00:00	<u>Non-standard timings. Where the club intends to use the premises for indoor sporting events at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Sat	12:00	00:00	
Sun	12:00	23:00	

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	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 4)		
Mon					
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Wed					
Thur			<u>Non-standard timings. Where the club intends to use the premises for the boxing or wrestling entertainment at different times from those listed in the column on the left, please list</u> (please read guidance note 6)		
Fri					
Sat					
Sun					

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 (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) THE CLUB WILL OCCASIONALLY HAVE LIVE MUSIC/BANDS.		
Mon	19:00	23:00			
Tue	19:00	23:00	State any seasonal variations for the performance of live music (please read guidance note 5)		
Wed	19:00	23:00			
Thur	19:00	23:00	Non-standard timings. Where the club intends to use the premises for the performance of live music at different times from those listed in the column on the left, please list (please read guidance note 6) NEW YEARS - LIVE MUSIC UNTIL 00.30		
Fri	19:00	23:30			
Sat	12:00	23:30			
Sun	12:00	22.30			

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 (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) JUKEBOX MUSIC AND/OR BACKGROUND MUSIC		
Mon	12:00	23:00			
Tue	12:00	23:00	MEMBERS FUNCTIONS WILL HAVE A DJ PLAYING RECORDED MUSIC		
Wed	12:00	23:00			
Thur	12:00	23:30	State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Fri	12:00	23:30			
Sat	12:00	23:30	Non-standard timings. Where the club intends to use the premises for the playing of recorded music at different times from those listed in the column on the left, please list (please read guidance note 6) NEW YEARS EVE UNTIL 01:00		
Sun	12:00	22:30			

G

Performances 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 (please read guidance note 3)	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 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur					
Fri					
Sat			<u>Non-standard timings. Where the club intends to use the premises for the performance of dance at different times from those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment that the club will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	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 4)		
Wed					
Thur			<u>State any seasonal variations for this entertainment</u> (please read guidance note 5)		
Fri					
Sat			<u>Non-standard timings. Where the club intends to use the premises for this entertainment at different times from those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

I

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption <u>-please tick</u> (please read guidance note 8)	On the premises <input type="checkbox"/>
				Off the premises <input type="checkbox"/>
Day	Start	Finish		Both <input checked="" type="checkbox"/>
Mon	12:00	23:00	State any seasonal variations (please read guidance note 5)	
Tue	12:00	23:00		
Wed	12:00	23:00		
Thur	12:00	23:30	Non-standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed in the column on the left, please list (please read guidance note 6) NEW YEARS EVE UNTIL 01:00 MONDAY 9TH DECEMBER 2019 - LOCAL DARTS LEAGUE PRESENTATION NIGHT - UNTIL 00:00	
Fri	12:00	23:30		
Sat	12:00	23:30		
Sun	12:00	22:30		

J

Hours club premises are open to the members and guests Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	12:00	23:30	
Tue	12:00	23:30	<u>Non standard timings. Where you intend the premises to be open to the members and guests at different times from those listed in the column on the left, please list</u> (please read guidance note 6) NEW YEARS EVE UNTIL 01:30 MONDAY 9TH DECEMBER 2019 - LOCAL DARTS LEAGUE PRESENTATION NIGHT - UNTIL 00:30
Wed	12:00	23:30	
Thur	12:00	00:00	
Fri	12:00	00:00	
Sat	12:00	00:00	
Sun	12:00	23:00	

K

Please highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children (please read guidance note 9). N/A

L

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)

New staff and committee training will be implemented particularly in relation to licensing and health & safety.
All members will be made fully aware of our requirements and obligations under our club premises certificate and the committee will act swiftly should there be any breach of these.
The club will be run by an elected committee which will stand for re-election every year.
The club will be run as a bona fide club under our rules and our legal obligations under our club premises certificate.
We will work closely with the local council to ensure all our requirements are met.

b) The prevention of crime and disorder

A clear and legible notice will be posted on the front door and around the premises indicating our opening hours under the terms of our club premises certificate and during which licensable activities are permitted.
Clear and conspicuous notices warning that any potential criminal activity, such as theft, or drug taking will not be tolerated and will lead to an immediate ban.
CCTV will be operational and appropriate notices of this will be put in place.
The new committee will instigate zero tolerance to bad behaviour. A new disciplinary committee will be set up for this purpose.

c) Public safety

All required training will be organised for all staff and committee members.
A log book shall be kept upon the premises with all particulars of inspections made that are required to comply with any public safety conditions attached to the club premises certificate. The log book shall be kept available for inspection by persons authorised by the Licensing Act 2003.
Adequate access will be provided for emergency vehicles.
All parts of the premises and all fittings and apparatus therein, door fastenings and notices and the seating, lighting, heating, electrical, ventilation, sanitary accommodation, washing facilities and other installations, will be maintained at all times in good order and in a safe condition.

d) The prevention of public nuisance

Prominent, clear and legible notices will be displayed at all exits requesting our members and guests to respect the needs of nearby residents and to leave the premises and the area quietly.
Deliveries of materials necessary for the operation of the business will be carried out at such a time or in such a manner as to prevent nuisance and disturbance to nearby residents.
Any staff who arrive early morning or depart late at night when the business has ceased trading will conduct themselves in such a manner to avoid causing disturbance to nearby residents.
Members and their guests will be asked not to stand around talking in the street outside the premises, and will be asked to leave the vicinity as quickly and as quietly as possible.
The movement and emptying of bins and rubbish outside the premises will be kept to a minimum after 8.00pm.

e) The protection of children from harm

Clear and concise notices will inform parents that they must supervise their children at all times. Should children attending the club ever become a problem the committee will enforce a curfew. This is a family club, but we understand that we may have to put such a ruling in place if required.

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 plan to the responsible authorities. (I understand the council do this for us) ☒
- I have completed and enclosed the club declaration and enclose a copy of the club rules. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒


IT IS AN OFFENCE, 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.

Part 3 – Signatures (please read guidance note 11)

I ANDREW DAVID HUDSON

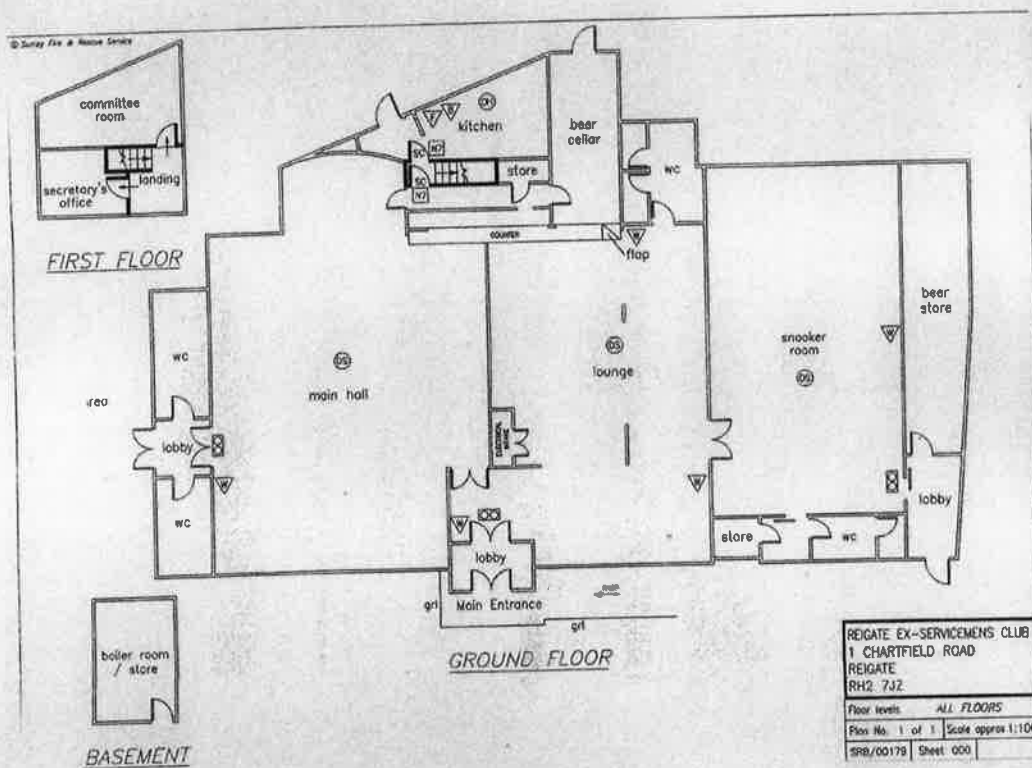
(Insert full name)

make this application on behalf of the club and have authority to bind the club

Signature	
Date	28/10/2019
Capacity	CLUB TREASURER

Address for correspondence associated with this application (please read guidance note 12)
36 GOODWOOD ROAD

Post town	REDHILL	Post code	RH1 2HH
Telephone number (if any)	07712 871167		
If you would prefer us to correspond with you by e-mail your e-mail address (optional) andy@rexs.org.uk			



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 exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded 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.
 - any playing of recorded 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.
 - any playing of recorded 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 exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. Please state 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.
 5. For example (but not exclusively) where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. 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.
 8. If the club wishes members and their guests to be able to consume alcohol on the premises please tick 'on the premises'. If the club wishes people to be able to purchase alcohol to consume away from the premises please tick 'off the premises'. If the club wishes people to be able to do both please tick 'both'.
 9. 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, gambling machines etc.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. This is the address which we will use to correspond with the club about this application.