

Public Document Pack



SCOTTISH BORDERS LICENSING BOARD FRIDAY, 22ND SEPTEMBER, 2017

A HEARING of the SCOTTISH BORDERS LICENSING BOARD will be held in the COMMITTEE ROOMS 2/3, COUNCIL HEADQUARTERS, NEWTOWN ST BOSWELLS on FRIDAY, 22 SEPTEMBER 2017 at 10.00 am

N. McKINLAY
Clerk to the Licensing Board

15 September 2017

BUSINESS			
1.	Apologies for Absence		
2.	Order of Business		
3.	Declarations of Interest		
4.	Minute (Pages 1 - 2) Minute of Meeting held on 18 August 2017 to be approved and signed by the Chairman. (Copy attached.)		
5.	Licences dealt with under Delegated Powers (Pages 3 - 10) (Copy attached.)		
6.	Scottish Borders Licensing Board's Annual Financial Report 2016/17 Consider report by Clerk to the Licensing Board for the period 1 April 2016 – 31 March 2017. (Copy attached.)		
7.	Licensing (Scotland) Act 2005:		
	<p>Section 20: Application for Premises Licence (Pages 11 - 24) Consider the following applications for Grant/Provisional Grant of Premises Licence (applicants cited to attend.)(Copies attached.)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%; vertical-align: top;"> <p>(a) Guiseppe & Simone Falcone</p> <p>Licensed Hours Applied For:</p> <p><u>On Sale</u> 11.00am to 12 midnight Sunday</p> </td> <td style="width: 40%; vertical-align: top;"> <p>Santa Marina Italian Restaurant & Bar Teviot Crescent Hawick TD9 9RE (Provisional)</p> <p><u>Off Sale</u> 10.00am to 10.00pm</p> </td> </tr> </table>	<p>(a) Guiseppe & Simone Falcone</p> <p>Licensed Hours Applied For:</p> <p><u>On Sale</u> 11.00am to 12 midnight Sunday</p>	<p>Santa Marina Italian Restaurant & Bar Teviot Crescent Hawick TD9 9RE (Provisional)</p> <p><u>Off Sale</u> 10.00am to 10.00pm</p>
<p>(a) Guiseppe & Simone Falcone</p> <p>Licensed Hours Applied For:</p> <p><u>On Sale</u> 11.00am to 12 midnight Sunday</p>	<p>Santa Marina Italian Restaurant & Bar Teviot Crescent Hawick TD9 9RE (Provisional)</p> <p><u>Off Sale</u> 10.00am to 10.00pm</p>		

	<ul style="list-style-type: none"> • Change explanation in respect of entries in Column 4 (outwith core hours). • Change to more appropriate wording in Other Activities. • Change terms of Children and Young Persons access. <p><u>Representations received:</u> Police Scotland – none Licensing Standards Officer – none Health – none Other – none</p>								
<p>(d)</p>	<p>Kelso Golf Club (Pages 77 - 92)</p> <p>Kelso Golf Club Golf Course Road Kelso TD5 7SL</p> <p>Amendments to Operating Plan:</p> <ul style="list-style-type: none"> • a change to the core On Sale Hours – <table border="0" data-bbox="427 790 1441 920"> <tr> <td><u>Current On Sale Hours</u></td> <td><u>Proposed On Sale Hours</u></td> </tr> <tr> <td>11.00am – 11.00pm Sun to Wed</td> <td>11.00am – 12 midnight Sun to Wed</td> </tr> <tr> <td>11.00am – 12 midnight Thurs</td> <td>11.00am – 1.00am Thurs to Sat</td> </tr> <tr> <td>11.00am – 1.00am Fri & Sat</td> <td></td> </tr> </table> • addition to the permitted activities referred to in question 5 (column 4 – outwith core hours) of the Operating Plan, to include receptions (including weddings, funerals, birthdays, retirements etc); Club or other group meetings etc; recorded music; indoor/outdoor sports; televised sport and outdoor drinking facilities, without the sale of alcohol; • a change to the explanation as to ‘Yes’ in column 4; • a change to the explanation at question 5 (f) – any other activities and the removal of the full explanation relating to the Members Club status afforded under the terms of the Licensing (Scotland) Act 2005; and • a change to the terms and conditions of access for Children and Young Persons. <p><u>Representations received:</u> Police Scotland - none Licensing Standards Officer none Health - none Other - none</p> <p>*Layout plans will be on display at the meeting or alternatively are available to view in the Licensing Unit, Council Headquarters during office hours.</p>	<u>Current On Sale Hours</u>	<u>Proposed On Sale Hours</u>	11.00am – 11.00pm Sun to Wed	11.00am – 12 midnight Sun to Wed	11.00am – 12 midnight Thurs	11.00am – 1.00am Thurs to Sat	11.00am – 1.00am Fri & Sat	
<u>Current On Sale Hours</u>	<u>Proposed On Sale Hours</u>								
11.00am – 11.00pm Sun to Wed	11.00am – 12 midnight Sun to Wed								
11.00am – 12 midnight Thurs	11.00am – 1.00am Thurs to Sat								
11.00am – 1.00am Fri & Sat									
<p>9.</p>	<p>Review of Statement of Licensing Policy Invite nominations for Working Group to review existing Statement of Licensing Policy.</p>								
<p>10.</p>	<p>Festive Season Extended Hours Policy Consider festive season policy hours to be granted under delegated powers.</p>								
<p>11.</p>	<p>Any other items previously circulated</p>								
<p>12.</p>	<p>Any other items which the Convener decides are Urgent</p>								

NOTES

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Membership of Committee:- Councillors J. Greenwell (Chairman), J. Brown, D. Paterson, N. Richards, S. Scott, R. Tatler, E. Thornton-Nicol, G. Turnbull and T. Weatherston

Please direct any enquiries to Fiona Henderson Tel: 01835 826502
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MINUTE of MEETING of the SCOTTISH BORDERS
LICENSING BOARD held in Committee Rooms 2 & 3,
Council Headquarters, Newtown St Boswells on Friday
18 August 2017 at 10.00 a.m.

Present:- Councillors J. Greenwell (Convener), J. Brown, D. Paterson, N. Richards, S. Scott, E. Thornton-Nicol, G. Turnbull, T. Weatherston.
Apologies:- Councillor R. Tatler.
In Attendance:- Managing Solicitor (Property and Licensing), Licensing Team Leader, Licensing Standards and Enforcement Officer (Mr M. Wynne), Democratic Services Officer (F. Henderson), Inspector Hodges, PC C. Lackenby, Police Scotland.

1.0 MINUTE

1.1 The Minute of Meeting of 21 July 2017 had been circulated.

**DECISION
APPROVED.**

2.0 LICENCES DEALT WITH UNDER DELEGATED POWERS

2.1 For Members' information there had been circulated copies of a list of licences dealt with under delegated powers for the period 12 July to 4 August 2017.

**DECISION
NOTED.**

3.0 CHIEF CONSTABLE ANNUAL REPORT

3.1 There had been circulated copies of the Chief Constable, Police Scotland Annual Report to the Scottish Borders Licensing Board for the period 1 April 2016 to 31 March 2017. The report outlined the activity undertaken over the past twelve months for Scottish Borders, and provided an outline of how Police services would be delivered over the coming year. Despite continual increasing demands against the backdrop of a challenging financial environment, Police Scotland would continue to work in partnership at local and national level to ensure that communities were safe. There had been success in the preventative problem solving approach, with officers and staff resolving issues proportionately and at the earliest opportunity. In the year ahead Police Scotland would continue to be based on prevention and collaboration to ensure the most efficient and effective service delivery.

**DECISION
NOTED.**

4.0 LICENSING (SCOTLAND) ACT 2005:

4.1 **Section 20: Application for Premises Licence.** The Board considered the following application for Grant/Provisional Grant of Premises Licence:-

(i) George McDonald	Shop Unit Queen Elizabeth Drive Melrose Gait Galashiels Provisional
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Licensed Hours applied for:

Off Sale

Monday to Sunday 10.00 a.m. – 10.00 p.m.

There had been circulated copies of the Application and Operating Plan and the proposed layout plan was displayed at the meeting.

Mr McDonald was present.

**DECISION
GRANTED.**

The meeting concluded at 10.15 a.m.

SCOTTISH BORDERS LICENSING BOARD

LICENCES ISSUED UNDER DELEGATED POWERS

5 August 2017 - 12 September 2017

Applicant/Existing Licenceholder	Type and Nature of Application	Premises
Lees Property Management Ltd	31 Substitution of Designated Premises Manager	Cross Keys Inn, Ettrickbridge
Asda Stores Limited	31 Substitution of Designated Premises Manager	Asda, Galashiels
Frederick Bell	33 Transfer of Premises Licence	Dryburgh Arms Hotel, Newtown St Boswells
Galapate Limited	31 Substitution of Designated Premises Manager	Dryburgh Arms Hotel, Newtown St Boswells
Co-operative Group Food Limited	29 Minor Variation or Premises Licence (Reduction in Capacity)	Co-operative Group Food, West Linton
Christine Lennox	Personal Licence - Grant	n/a
Anton Boston	Personal Licence - Grant	n/a
Kevin Purvis	Personal Licence - Grant	n/a
Helen Knight	Personal Licence - Grant	n/a
Edward Maitland-Carew	Personal Licence - Grant	n/a
Keith Mundell	Personal Licence - Grant	n/a
Kevin Hush	Personal Licence - Grant	n/a
Jose Santana	Personal Licence - Grant	n/a
Lesley Condy	Personal Licence - Grant	n/a
Marieta Mladenova	Personal Licence - Grant	n/a
Maria Koeva	Personal Licence - Grant	n/a

Personal

Agenda Item 5

Rebecca Waldie		Personal Licence - Grant	n/a
Lara Wilson		Personal Licence - Grant	n/a
Taylor Dickie		Personal Licence - Grant	n/a
John Ballantyne		Personal Licence - Grant	n/a
Alan Scott		Personal Licence - Grant	n/a
Lindsay Wood		Personal Licence - Grant	n/a
Gary Moore	Vol	Occasional Licence for Birthday Party Saturday 9 September 2017 6.00pm - 12.00midnight	Meigle Farm, Clovenfords
Cockburnspath and Dunglass Estate Horticultural Society	Vol	Occasional Licence for Annual Flower Show Saturday 12 August 2017 2.00pm - 6.00pm (Off Sales Only)	Village Hall, Cockburnspath
Cockburnspath and Cove Community Hub	Vol	Occasional Licence for Film Showing Saturday 9 September 2017 6.30pm - 11.00pm	Village Hall, Cockburnspath
A Heart for Duns	Vol	Occasional Licence for Duns Players Armistice Performance Wednesday 8 to Friday 10 November 2017 6.30pm - 11.00pm	Volunteer Hall, Duns
A Heart for Duns	Vol	Occasional Licence for Christmas Market Wednesday 15 November 2017 11.00am - 4.00pm	Volunteer Hall, Duns
A Heart for Duns	Vol	Occasional Licence for Film Showing Friday 17 November 2017 5.00pm - 11.00pm	Volunteer Hall, Duns
A Heart for Duns	Vol	Occasional Licence for Christmas Crackle Event Friday 8 December 2017 6.30pm - 12.30am	Volunteer Hall, Duns
A Heart for Duns	Vol	Occasional Licence for Film Showing Friday 22 September 2017 7.00pm - 11.00pm	Volunteer Hall, Duns
Kirkhope Parish Hall Committee	Vol	Occasional Licence for Music Concert Saturday 2 September 2017 7.00pm - 10.30pm	Kirkhope Parish Hall, Etrickbridge
Hawick Horse Racing Association	Vol	Occasional Licence for Amateur Horse Racing Event Saturday 19 August 2017 12.00noon - 7.00pm	Committee Rooms, Hawick Moor, Hawick
Hawick Horse Racing Association	Vol	Occasional Licence for Amateur Horse Racing Event Saturday 9 September 2017 12.00noon - 10.00pm	Committee Rooms, Hawick Moor, Hawick
WRI	Vol	Occasional Licence for Live Music Event Tuesday 5 September 2017 6.00pm - 11.30pm	Southdean Hall, Chesters, Hawick
Jed Forest Hunt Supporters	Vol	Occasional Licence for Disco Saturday 16 September 2017 6.00pm - 1.00am	Deanfoot Farm, Deanfoot, Hawick
Hawick Amateur Operatic Society	Vol	Occasional Licence for Quiz Night Friday 15 September 2017 6.00pm - 1.00am	Catholic Church Hall, Hawick

Act I Youth Theatre Group	Vol	Occasional Licence for Musical Production Wednesday 13 to Friday 15 September 2017 7.00pm - 9.00pm	Town Hall, Hawick
Heriot Sports Committee	Vol	Occasional Licence for Heriot Sports Day Saturday 19 August 2017 5.00pm - 12.00midnight	Macfie Hall, Heriot
Hermitage hall	Vol	Occasional Licence for Live Music and Singing Saturday 2 September 2017 8.00pm - 12.00midnight	Hermitage Hall, Hermitage Water
Rotary Club of Jedburgh	Vol	Occasional Licence for Beer Festival and Folk Music Friday 25 and Saturday 26 August 2017 12.00noon - 8.00pm	Town Hall, Jedburgh
Kelso Folk and Live Music Club	Vol	Occasional Licence for Folk Music Concert Friday 1 and Saturday 2 September 2017 7.00pm - 9.30pm	Old Parish Church, Kelso
Lindean Village Hall	Vol	Occasional Licence for Social Evening with Supper Saturday 16 September 2017 6.00pm - 11.00pm	Village Hall, Lindean
Friends of Mangu	Vol	Occasional Licence for Fundraising Event Saturday 16 September 2017 7.00pm - 12.30am	Community Centre, Newtown St Boswells
Paxton Trust	Vol	Occasional Licence for Afternoon Tea Sunday 10 September 2017 2.00pm - 5.00pm	Paxton House, Paxton
Paxton Trust	Vol	Occasional Licence for Theatrical Performance Saturday 7 October 2017 6.00pm - 11.00pm	Paxton House, Paxton
Peeblesshire JAC	Vol	Occasional Licence for Agricultural Show Dance Saturday 12 August 2017 8.00pm - 1.00am	Nether Horsburgh, Peebles
Royal Burgh of Peebles Highland Games Association	Vol	Occasional Licence for Highland Games Saturday 2 September 2017 11.00am - 6.00pm	Haylodge Park, Peebles
Roberton Show Society	Vol	Occasional Licence for Annual Farming Show Saturday 2 September 2017 11.00am - 10.00pm	The Shoot Field, Roberton
Selkirk Amateur Operatic Society	Vol	Occasional Licence for Musical Production Friday 1 and Saturday 2 September 2017 6.00pm - 10.30pm	High School, Selkirk
Sound Out	Vol	Occasional Licence for Music and Arts Festival Friday 25 August 2017 7.00pm - 11.30pm	Stow Quoiting Green, Stow
Stow Kids Club and Stow Parent Council	Vol	Occasional Licence for Ladies Fashion Show Friday 15 September 2017 7.00pm - 11.30pm	Town Hall, Stow
St Abbs Independent Life Boat	Vol	Occasional Licence for Race Night Friday 15 September 2017 7.00pm - 12.00midnight	St EbbeCommunity Centre, St Abbs
Yetholm Community Council	Vol	Occasional Licence for Film Screening Saturday 9 September 2017 7.00pm - 10.00pm	Wauchope Hall, Town Yetholm
Yetholm Community Council	Vol	Occasional Licence for Bingo Night Friday 29 September 2017 7.00pm - 10.00pm	Wauchope Hall, Town Yetholm
Wauchope Hall Trustees	Vol	Occasional Licence for Live Folk Music Concert Saturday 23 September 2017 7.00pm - 10.00pm	Wauchope Hall, Town Yetholm
Friends of Yarrow	Vol	Occasional Licence for Fundraising Stock Judging and Funday Sunday 20 August 2017 3.00pm - 10.00pm	Sundhope Farm, Yarrow

Cameron Crombie	PLH	Occasional Licence for Wedding Reception Saturday 2 September 2017 6.00pm - 12.30pm	Ayton Castle, Ayton
James Henderson	PLH	Occasional Licence for Wedding Reception Friday 15 September 2017 1.00pm - 12.30am	Mounthooly Golf Range, Bonjedward
Ian Gibson	PLH	Occasional Licence for Birthday Party Saturday 2 September 2017 6.30pm - 1.00am	Village Hall, Broughton
Alex Fotheringham	PLH	Occasional Licence for Concert Friday 1 September 2017 7.00pm - 10.00pm	Village Hall, Caddonfoot
Catherine Macinnes	PLH	Occasional Licence for Gin Tasting Event Saturday 21 October 2017 6.30pm - 9.30pm	Village Hall, Cardrona
Mary O'Hara	PLH	Occasional Licence for Wedding Reception Saturday 2 September 2017 12.00noon - 1.00am	Wedderburn Castle and Barns, Duns
Nella Feeney	PLH	Occasional Licence for Community Cinema Event Friday 18 August 2017 5.00pm - 11.00pm	Volunteer Hall, Duns
Nella Feeney	PLH	Occasional Licence for Annual Beer and Food Festival Sunday 27 August 2017 1.00pm - 7.00pm	Volunteer Hall, Duns
Nella Feeney	PLH	Occasional Licence for Film Showing Friday 15 September 2017 5.00pm - 11.00pm	Volunteer Hall, Duns
Nella Feeney	PLH	Occasional Licence for Amateur Production Wednesday 20 to Friday 22 September 2017 7.00pm - 10.30pm	Volunteer Hall, Duns
Nella Feeney	PLH	Occasional Licence for Film Showing Friday 13 October 2017 5.00pm - 11.00pm	Volunteer Hall, Duns
Nella Feeney	PLH	Occasional Licence for Fundraising Quiz Night Friday 27 October 2017 6.00pm - 12.00midnight	Volunteer Hall, Duns
Nella Feeney	PLH	Occasional Licence for Birthday Party Saturday 28 October 2017 6.00pm - 12.00am	Volunteer Hall, Duns
Gavin Horsburgh	PLH	Occasional Licence for Anniversary Party Saturday 26 August 2017 7.00pm - 12.30am	Edrom Newtown Farmhouse, Duns
Michael Burns	PLH	Occasional Licence for Celebrations of Opening of new Clubhouse Saturday 26 August 2017 12.00noon - 8.00pm	Duns Rugby Club, Duns
Kenneth Coltman	PLH	Occasional Licence for Wedding Weekend Thursday 24 August 2017 4.00pm - 12.00midnight Friday 25 August 2017 11.00am - 12.00midnight Saturday 26 August 2017 11.00am - 12.00midnight Sunday 27 August 2017 12.00noon - 10.00pm	Dean Cottage, Eddleston
Torben Hutchings	PLH	Occasional Licence for Sale of Mead and Fruit Liqueurs Sunday 3 September 2017 12.00noon - 6.00pm (Off Sales Only)	Fort Area, Eyemouth
Mark Hay	PLH	Occasional Licence for Wedding Reception Saturday 19 August 2017 12.00noon - 1.00am	Gala Academy, Galashiels
Graham Philip	PLH	Occasional Licence for Fundraising Ball/Ceilidh Saturday 2 September 2017 7.00pm - 12.00midnight	Gala Academy, Galashiels

Laurence Reid	PLH	Occasional Licence for Live Music Event Saturday 19 August 2017 6.30pm - 12.00noon	MacArts Centre, Galashiels
Laurence Reid	PLH	Occasional Licence for Wedding Reception Saturday 2 September 2017 3.00pm - 12.00midnight	MacArts Centre, Galashiels
Laurence Reid	PLH	Occasional Licence for SPPA Anniversary Disco Friday 15 September 2017 6.00pm - 12.00midnight	MacArts Centre, Galashiels
Laurence Reid	PLH	Occasional Licence for Galashiels Town Band Concert Saturday 30 September 2017 7.00pm - 11.00pm	MacArts Centre, Galashiels
Nicolina Fitzgerald	PLH	Occasional Licence for Wedding Reception Saturday 26 August 2017 3.00pm - 1.00am	Volunteer Hall, Galashiels
Nicolina Fitzgerald	PLH	Occasional Licence for Take That Tribute Night Saturday 2 September 2017 6.00pm - 1.00am	Volunteer Hall, Galashiels
Nicolina Fitzgerald	PLH	Occasional Licence for Langlee Carnival Saturday 9 September 2017 11.00am - 4.30pm	Langlee Community Centre, Galashiels
Robert Hope	PLH	Occasional Licence for Wedding Reception Saturday 26 August 2017 1.00pm - 1.00am	Town Hall, Hawick
Sophie Delavigne	PLH	Occasional Licence for Amateur Boxing Competition Sunday 3 September 2017 12.00noon - 6.00pm	Town Hall, Hawick
Sophie Delavigne	PLH	Occasional Licence for Scottish Chamber Orchestra Thursday 7 September 2017 6.00pm - 9.00pm	Victoria Halls, Selkirk
Andrew Telfer	PLH	Occasional Licence for Wedding Reception Saturday 2 September 2017 1.00pm - 1.00am	Auld Baths, Hawick
Niki Hill	PLH	Occasional Licence for Birthday Party Friday 1 September 2016 5.30pm - 1.00am	Lustruther Farm, Chesters, Hawick
Torben Hutchings	PLH	Occasional Licence for Sale of Mead and Fruit Liqueurs Saturday 2 September 2017 12.00noon - 10.00pm (Off Sales Only)	Hume Castle, Hume
Moira Dalgleish	PLH	Occasional Licence for Scottish Borders Heritage Festival Saturday 2 September 2017 1.00pm - 9.00pm	Hume Castle, Hume
Alexander Hay	PLH	Occasional Licence for Birthday Party Saturday 23 September 2017 7.30pm - 12.30am	Glen Douglas Community Hall, Jedburgh
Mark Hay	PLH	Occasional Licence for Wedding Reception Saturday 26 August 2017 1.00pm - 1.00am	Race Course, Kelso
Alexander Hay	PLH	Occasional Licence for Birthday Party Sunday 3 September 2017 11.00am - 8.00pm	Race Course, Kelso
Peter Allan	PLH	Occasional Licence for Reunion Party Saturday 2 September 2017 4.00pm - 11.45pm	Race Course, Kelso
Peter Allan	PLH	Occasional Licence Wedding Reception Saturday 23 September 2017 2.00pm - 12.30am	Springwood Hall, Kelso
Alexander Hay	PLH	Occasional Licence for Annual Ram Sales Thursday 7 September 2017 11.00am - 12.00midnight Friday 8 September 2017 11.00am - 1.00am	Border Union Showground, Kelso

Tina Moffat	PLH	Occasional Licence for Massed Pipe Band Day Sunday 27 August 2017 11.00am - 4.00pm	Floors Castle, Kelso
Paul Burton	PLH	Occasional Licence for Fundraising Event Saturday 2 September 2017 7.00pm - 12.00midnight	Tait Hall, Kelso
Susan Thorburn	PLH	Occasional Licence for Wedding Reception Friday 25 August 2017 6.00pm - 12.00midnight	Lodge, Carfraemill, Lauder
Susan Thorburn	PLH	Occasional Licence for Charity Foundation Dinner Friday 1 September 2017 6.00pm - 12.00midnight	Lodge, Carfraemill, Lauder
Susan Thorburn	PLH	Occasional Licence for Wedding Reception Saturday 16 September 2017 6.00pm - 12.00midnight	Lodge, Carfraemill, Lauder
Susan Thorburn	PLH	Occasional Licence for Wedding Reception Saturday 23 September 2017 6.00pm - 12.00midnight	Lodge, Carfraemill, Lauder
Susan Thorburn	PLH	Occasional Licence for Wedding Reception Saturday 30 September 2017 6.00pm - 12.00midnight	Lodge, Carfraemill, Lauder
Susan Thorburn	PLH	Occasional Licence for Wedding Reception Saturday 14 October 2017 1.00pm - 12.00midnight	Lodge, Carfraemill, Lauder
Susan Thorburn	PLH	Occasional Licence for Lauderdale Hunt Ball Saturday 18 November 2017 6.00pm - 12.00midnight	Lodge, Carfraemill, Lauder
David Myatt	PLH	Occasional Licence for Selkirk Vintage Rally Friday 15 and Saturday 16 September 2017 12.00noon - 9.30pm Sunday 17 September 2017 12.00noon - 5.00pm	Village Hall, Lindean
Andrew Jack	PLH	Occasional Licence for Rugby Match Saturday 12 August 2017 11.00am - 6.00pm (Off Sales Only)	Melrose RFC, Melrose
Oliver Bennett	PLH	Occasional Licence for Wedding Reception Saturday 26 August 2017 4.00pm - 12.00midnight	Com Exchange, Melrose
James Henderson	PLH	Occasional Licence for Wedding Ceremony Saturday 26 August 2017 3.00pm - 4.00pm	Priorwood Gardens, Melrose
Douglas McKechnie	PLH	Occasional Licence for Wedding Reception Saturday 19 August 2017 7.00pm - 12.00midnight	Kippilaw House, Melrose
Shaun Turnbull	PLH	Occasional Licence for Holm Show Day Disco Saturday 26 August 2017 5.00pm - 1.00am	Legends Function Room, Newcastleton
Shaun Turnbull	PLH	Occasional Licence for Funeral Tea Tuesday 29 August 2017 12.00noon - 6.00pm	Legends Function Room, Newcastleton
Shaun Turnbull	PLH	Occasional Licence for OAP Tea Dance Saturday 23 September 2016 12.00noon - 1.00am	Legends Function Room, Newcastleton
Shaun Turnbull	PLH	Occasional Licence for Holm Show Event (Scotia Band) Thursday 24 August 2017 7.00pm - 11.30pm	Field at Auction Mart, Newcastleton
Shaun Turnbull	PLH	Occasional Licence for Holm Show Saturday 26 August 2017 11.00am - 8.00pm	Field at Auction Mart, Newcastleton
Shaun Turnbull	PLH	Occasional Licence for Elliot Clan Gathering Friday 25 August 2017 11.30am - 7.00pm	Redheugh Farm, Newcastleton

Allan Walker	PLH	Occasional Licence for Summer Fayre Sunday 13 August 2017 11.00am - 4.00pm	Paxton House and Grounds, Paxton
James Henderson	PLH	Occasional Licence for Live Band and Disco Saturday 12 August 2017 11.30am - 11.30pm	Gala Rig, Selkirk
Eric Paterson	PLH	Occasional Licence for Scottish Chamber Orchestra Friday 15 September 2017 6.30pm - 11.00pm	Victoria Halls, Selkirk
Eric Paterson	PLH	Occasional Licence for Silver Band Autumn Concert Saturday 23 September 2017 6.30pm - 12.00midnight	Victoria Halls, Selkirk
Eric Paterson	PLH	Occasional Licence for United Crafts and Selkirk Common Riding Hammerman Dinner Saturday 18 November 2017 6.30pm - 10.00pm	Victoria Halls, Selkirk
Eric Paterson	PLH	Occasional Licence for Silver Band Christmas Concert Saturday 16 December 2017 6.30pm - 12.00midnight	Victoria Halls, Selkirk
Leslie Mallin	PLH	Occasional Licence for Vintage Rally Saturday 16 September 2017 4.00pm - 12.00midnight Sunday 17 September 2017 12.30pm - 6.00pm	Sunderland Hall, Lindean, Selkirk
Stephen Fotheringham	PLH	Occasional Licence for Southdean Summer Show Saturday 19 August 2017 1.00pm - 7.00pm	Southdean Hall, Chesters, Southdean
Leslie Mallin	PLH	Occasional Licence for Wedding Reception Saturday 7 October 2017 5.00pm - 1.00am	Village Hall, St Boswells
Angela McCall	PLH	Occasional Licence for Sheep Show and Dog Trials Saturday 26 August 2017 10.00am - 5.00pm	Village Hall, Westruther
Fiona Ingram	PLH	Occasional Licence for Ladies Afternoon Tea Sunday 27 August 2017 3.00pm - 8.00pm	Hotspur Sports Pavilion, West Linton
Chirnside Bowling Club	Prem	Occasional Licence for Birthday Party Saturday 30 September 2017 6.30pm - 1.00am	Bowling Club, Chirnside
Born in the Borders	Prem	Occasional Licence for Steam Train Arrival Sunday 20 August 2017 10.00am - 5.00pm (Off Sales Only)	Galashiels Interchange, Galashiels
Born in the Borders	Prem	Occasional Licence for Steam Train Arrival Sunday 27 August 2017 10.00am - 5.00pm (Off Sales Only)	Galashiels Interchange, Galashiels
Gala Fairydean Football Club	Prem	Occasional Licence for DJ Dance Night Saturday 2 September 2017 6.30pm - 1.00am	Gala Fairydean Football Club, Galashiels
Hoebridge	Prem	Occasional Licence for Celebration of Art Installation Saturday 9 September 2017 7.30pm - 10.00pm	Mellerstain House and Gardens, Gordon
Hawick Lodge 111	Prem	Occasional Licence for Birthday Party Friday 18 August 2017 7.00pm - 12.00midnight	Hawick Lodge 111, Hawick
Lodge St James BURA No424	Prem	Occasional Licence for Birthday Party Saturday 9 September 2017 6.00pm - 12.00midnight	Lodge St James BURA No424, Hawick
Tempest Brewing Company Ltd	Prem	Occasional Licence for King and Queen of Hill Event Saturday 19 and Sunday 20 August 2017 1.00am - 10.00pm	Victoria Park, Innerleithen

Tempest Brewing Company Ltd	Prem	Occasional Licence for Floors Castle Massed Pipe Band Day Sunday 27 August 2017 11.00am - 5.00pm	Floors Castle, Kelso
Kelso Cricket Club	Prem	Occasional Licence for End of Season Celebrations Saturday 26 August 2017 12.00noon - 12.00midnight	Cricket Club, Kelso
Melrose Rugby Football Club	Prem	Occasional Licence for Edinburgh v Newcastle Game Friday 25 August 2017 4.00pm - 10.00pm (Off Sales Only)	Melrose Rugby Football Club, Melrose
Selkirk Conservative Club	Prem	Occasional Licence for Annual Charity Ride Presentation Sunday 3 September 2017 12.30pm - 11.00pm	Conservative Club, Selkirk
Selkirk Conservative Club	Prem	Occasional Licence for Selkirk Silver Band Fundraising Night Friday 29 September 2017 12.00noon - 1.00am	Conservative Club, Selkirk
Selkirk Conservative Club	Prem	Occasional Licence for Selkirk Sessions (Annual Event) Friday 6 and Saturday 7 October 2017 12.30pm - 1.00am Sunday 8 October 2017 12.30pm - 11.00pm	Conservative Club, Selkirk
Tempest Brewing Company Ltd	Prem	Occasional Licence for Oktobefest Beer Festival Saturday 30 September 2017 11.00am - 11.00pm	Grassed Area, Block 11 Units 1 and 2, Tweedbank
Besom Inn	Ext	Licence for Extended Hours - Civic Week Flodden Rideout Thursday 10 August 2017 9.30am - 11.00am	Besom Inn, Coldstream
Besom Inn	Ext	Licence for Extended Hours - Civic Week Flodden Rideout Thursday 10 August 2017 12.00midnight - 1.00am	Besom Inn, Coldstream
Notes:			
Transfers			
S33 - transfer by current licensee			
S34 - transfer by new licensee			
Occasional Licences - Categories of Applicant			
PLH - Personal Licence Holder			
Prem - Premises Licence Holder			
Vol - Voluntary Organisation			



SCOTTISH BORDERS LICENSING BOARD FINANCIAL REPORT 2016/17

Report by the Clerk to the Licensing Board

SCOTTISH BORDERS LICENSING BOARD

22 September 2017

1 PURPOSE AND SUMMARY

- 1.1 To invite the Board to approve the Annual Financial Report set out in Appendix to this Report**

2 RECOMMENDATIONS

2.1 It is recommended that Members:

- (a) approve the annual financial report set out in the Appendix to this report;**
- (b) authorise the Clerk to the Board to proceed with the publication of the annual financial report; and**
- (c) otherwise note the contents of this report.**

3 BACKGROUND

- 3.1 The Air Weapons and Licensing (Scotland) Act 2015 amends the Licensing (Scotland) Act 2005 (the "2005 Act") to introduce a requirement that Licensing Boards produce and publish annual functions reports and annual financial reports. The requirement to publish an annual functions report has not yet come into effect. The requirement to publish an annual financial report came into effect on 15 May 2017. Short notice was given to Boards that the first report which would be required would be in respect of financial year 2016/2017.
- 3.2 The 2005 Act requires the Board's annual financial report to be published not later than three months after the end of each financial year. This means that the Board's report for financial year 2016/17 should have been published no later than the end of June 2017. However the Scottish Government recognised that due to the short notice of this requirement coming into effect, together with the local government elections at the beginning of May 2017 which resulted in the creation of new Licensing Boards, the requirement to have financial reports published by the end of June 2017 was unrealistic. It was agreed therefore that Boards should be allowed some leeway but should strive to publish their financial report as soon as possible.
- 3.3 The financial report must include:
 - (a) a statement of:
 - (i) the amount of relevant income received by the Licensing Board during the financial year; and
 - (ii) the amount of relevant expenditure incurred in respect of the Board's area during the year; and
 - (b) an explanation of how the amounts in the statement were calculated.
- 3.4 Subject to meeting the requirements detailed at paragraph 3.3 above the Scottish Government has not given any greater specification as to how the report is to be presented. The draft report appended hereto therefore provides all required financial information and is an accurate representation of the Board's financial position for 2016/17 in so far as this information is available from the financial ledger system used by Scottish Borders Council.
- 3.5 The income attributable to the licencing function have been reconciled to the Council's financial ledger and totals £176,879 for the year to 31 March 2017
- 3.6 With regard to expenditure it should be noted that the allocation of costs in the statement have been calculated based upon estimates of the direct time spent by Legal service staff on licencing functions and exclude any allocation of indirect central support costs for example accommodation, ICT, financial and committee services, catering, postage, telephone calls, stationery and equipment.
- 3.7 The financial position shown in the accounts therefore is a notional surplus of £20,916 in 2016/17, which excludes central support costs budgeted and accounted for in expense heads elsewhere in the Council's ledger.
- 3.8 It is the case that Licensing Board income cannot be guaranteed in any financial year. The Board income and expenditure is monitored on a

regular basis to ensure that fees are kept at an appropriate level to maintain the statutory functions of the Board in terms of the provisions of the Scottish Government regulations that income be broadly equivalent to expenditure. It should also be noted in the event of an appeal against a Board decision, the cost of that process must be paid from by the income derived from the Board's fees.

4 IMPLICATIONS

4.1 Financial

There are no costs attached to any of the recommendations contained in this report.

4.2 Risk and Mitigations

Should the Board fail to consider the financial report it could be seen as failing to address its legal duties. The risk is therefore mitigated by this report.

4.3 Equalities

It is anticipated there will be no adverse impact due to race, disability, gender, age, sexual orientation or religious belief arising from the proposals contained this report.

4.4 Acting Sustainably

There are no economic, social or environmental effects as a result of the proposals contained in this report.

4.5 Carbon Management

There is no impact on the Council's carbon emissions as a result of the proposals contained in this report.

4.6 Rural Proofing

Not applicable, as although this is a new legislative requirement it is not a new policy

4.7 Changes to Scheme of Administration or Scheme of Delegation

No changes to either the Scheme of Administration or the Scheme of Delegation are required as a result of the recommendations in this report

5 CONSULTATION

- 5.1 The Chief Financial Officer, the Monitoring Officer, Chief Officer Audit and Risk, Service Director HR and Clerk to the Council are being consulted and any comments received will be incorporated into the final report.

Approved by

Nuala McKinlay
Clerk to the Licensing Board

Signature

Author(s)

Name	Designation and Contact Number
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Ron Kirk	Managing Solicitor Ext. 6764
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Background Papers: None

Previous Minute Reference: None

Note – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Ron Kirk can also give information on other language translations as well as providing additional copies.

Contact us at Ron Kirk, Scottish Borders Council, Council Headquarters, Newtown St Boswells. T: 01835 826764; F: 01835 826693; E: ron.kirk@scotborders.gov.uk

Licensing (Scotland) Act 2005**Scottish Borders Licensing Board Financial Report****Financial Year: 2016/17**

The Scottish Borders Licensing Board is required under section 9B of the Licensing (Scotland) Act 2005 to publish an annual financial report within 3 months of the end of the relevant financial year.

This report has been prepared using financial data taken for year ending 31 March 2017. It should be noted that expenditure in the statement has been calculated based upon estimates of the direct time spent by Legal service staff on licencing functions and exclude any allocation of indirect central support costs for example central administration costs properly incurred by Scottish Borders Council. These include a share of total costs associated with accommodation, ICT, financial and committee services, catering, postage, telephone calls, stationery and equipment.

The report accordingly should not be relied on as an accurate statement of income and expenditure for the exercise of the Board's functions under the Licensing (Scotland) Act 2005.

The financial statement is as follows:

Income¹:

Premises inc	
Provisional/Confirmation	£12,400
Annual Fees	£136,909
Transfers	£1,694
Major/Minor Variations	£5,570
Extended Hours	£1,070
Occasional Licence	£12,854
Personal Licence	£6,382
Total	£176,879

Direct Staff Costs²:

Licensing Standards Officers	£38,558
Legal Services	£38,907
Administrative Support	£75,217
Total	£152,682

Other Direct Costs³:

Training and Development	£300
Travel	£2,981
Total:	£3,281

Indirect Costs⁴:

Net Income – Expenditure	£20,916
---------------------------------	----------------

Notes:

1. Denotes income from applications and annual fees received under the Licensing (Scotland) Act 2005
2. Denotes salary, superannuation, national insurance and pension costs associated with the Clerk, Licensing Standards Officers and other Council staff responsible for administrative support under paragraph 8 of Schedule 1 to the Licensing (Scotland) Act 2005.
3. Denotes direct budgetary costs associated with the exercise of the Licensing Board function such as training and travel expenses.
4. Figures exclude any apportionment of central administrative costs such as accommodation, ICT, financial and committee services, catering, postage, telephone calls, stationery and equipment, etc that are expended towards the Council's statutory duty to provide the Licensing Board function.



SCOTTISH BORDERS LICENSING BOARD

APPLICATION FOR ~~PREMISES LICENCE~~ / PROVISIONAL PREMISES LICENCE*

**Delete as appropriate*

Licensing (Scotland) Act 2005, section 20

APPLICANT INFORMATION *Licensing (Scotland) Act 2005, section 20(1)*

Question 1

Name, address and postcode of premises to be licensed.

Santa Marina Italian Restaurant & Bar
Teviot Crescent
Hawick
TD9 9RE

Question 2

Particulars of applicant

(a) Where applicant is an individual, provide full name, date and place of birth, and home address including postcode.

N/A

(b) Where applicant is a partnership, please provide full name, and postal address of partnership.

Guiseppa & Simone Falcone

(c) Where applicant is a company, please provide name, registered office and company registration number.

N/A

(d) Where the applicant is a club or other body, please provide full name, and postal address of club or other body.

N/A

*(e) Where applicant is a partnership, company, club or other body, please provide the names, dates and places of birth, and home addresses of connected persons.**

Simone Falcone
Guiseppa Falcone

* **Connected person is defined in section 147(3) of the Licensing (Scotland) Act 2005.**

Question 3

Previous applications

*Has the applicant been refused a premises licence under section 23 of the Licensing (Scotland) Act 2005 in respect of the same premises? NO**

If YES – provide full details

N/A

Question 4

Previous convictions

*Has the applicant or any connected person ever been convicted of a relevant or foreign offence (1) NO**

**If YES – provide full details*

For the purpose of this Act, a conviction for a relevant offence or foreign offence is to be disregarded if it is spent for the purpose of the Rehabilitation of Offenders Act 1974

<i>Name & position (if applicable)</i>	<i>Date of conviction or sentence</i>	<i>Court</i>	<i>Offence</i>	<i>Penalty</i>
N/A				

DESCRIPTION OF PREMISES *Licensing (Scotland) Act 2005, section 20(2)(a)*

Question 5

Description of premises (where application is submitted by a members' club, please also complete question 6)

Santa Marina Italian Restaurant & Bar

(1) In addition to any convictions held by the applicant at the time of application, applicants should also familiarise themselves with the contents of section 24(1) of the Licensing (Scotland) Act 2005 in respect of any convictions for relevant or foreign offences which they may receive during the period beginning with the making of the premises licence application and ending with determination of the application.

Question 6

To be completed by members' clubs only

Do the club's constitution and rules conform to the requirements of regulation 2 of the Licensing (Clubs) (Scotland) Regulations 2007?	YES/NO* N/A
--	----------------

**delete as appropriate*

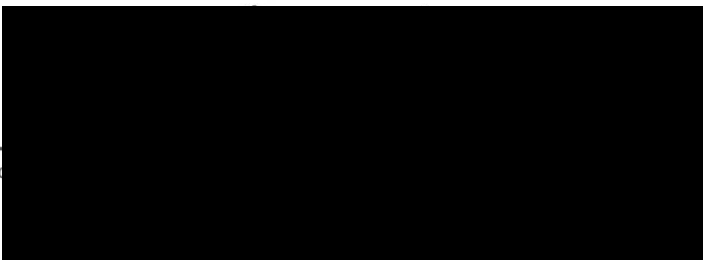
DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this Application are true to the best of my knowledge and belief.

Signature * (see note below)

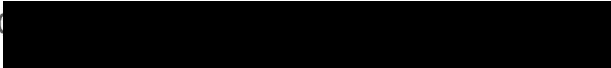
X
T M Pyem
Principal



Date 30th June 2017

Capacity Agent

Telephone number and email address of signatory

Tel ()

<i>I have enclosed the relevant documents with this application – please tick the relevant boxes</i>	
<i>Operating plan</i>	<i>attached</i>
<i>Layout plan</i>	<i>759_04 and 759_05</i>
<i>Planning certificate</i>	<i>17/00365/FUL</i>
<i>Building standards certificate</i>	<i>tbc</i>
<i>Food hygiene certificate</i>	<i>tbc</i>

*** Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

(a) Will alcohol be sold for consumption solely ON the premises?	YES
(b) Will alcohol be sold for consumption solely OFF the premises?	NO
(c) Will alcohol be sold for consumption both ON and OFF the premises?	NO

*delete as appropriate

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
<i>Monday</i>	11.00 a.m.	12 midnight
<i>Tuesday</i>	11.00 a.m.	12 midnight
<i>Wednesday</i>	11.00 a.m.	12 midnight
<i>Thursday</i>	11.00 a.m.	12 midnight
<i>Friday</i>	11.00 a.m.	1 a.m.
<i>Saturday</i>	11.00 a.m.	1 a.m.
<i>Sunday</i>	11.00 a.m.	12 midnight

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES - **NONE**

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	10 a.m.	10 p.m.
Tuesday	10 a.m.	10 p.m.
Wednesday	10 a.m.	10 p.m.
Thursday	10 a.m.	10 p.m.
Friday	10 a.m.	10 p.m.
Saturday	10 a.m.	10 p.m.
Sunday	10 a.m.	10 p.m.

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	YES
---	-----

*If YES – provide details

<p>Christmas Eve, Christmas Day, Boxing Day, New Years Eve and New Years Day open until 1 a.m. or any other board policy.</p>
--

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 (a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	NO	NO	NO
Conference facilities	NO	NO	NO
Restaurant facilities	YES	YES	YES
Bar meals	YES	YES	YES
(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO

<i>Receptions including weddings, birthdays, etc. including funerals, retirements etc.</i>	YES	YES	YES
<i>Club or other group meetings etc.</i>	YES	YES	YES
(c) Activity Entertainment including:	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music –see 5(g)</i>	YES	YES	YES
<i>Live performance – see 5(g)</i>	YES	YES	NO
<i>Dance facilities</i>	NO	NO	NO
<i>Theatre</i>	NO	NO	NO
<i>Films</i>	NO	NO	NO
<i>Gaming</i>	NO	NO	NO
<i>Indoor/outdoor sports</i>	NO	YNO	NO
<i>Televised sport</i>	YES	YES	YES
(d) Activity	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	YES	YES	NO
(e) Activity	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	NO	NO	NO

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

The premises may operate from around 9 a.m. daily with no sale of alcohol other than within core hours, no activities will extend beyond core hours.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

(g) Late night premises opening after 1.00am N/A

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	NO*
---	-----

When fully occupied, are there likely to be more customers standing than seated?	NO*
--	-----

*delete as appropriate

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

(a) When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	YES*
--	------

*delete as appropriate

(b) Where the answer to 6(a) is YES provide statement of the TERMS under which they will be allowed entry
--

Children accompanied by a responsible adult for the purpose of dining or partaking of light refreshments or when attending a pre arranged private function. Young Persons for the same purposes but without the requirement of being accompanied.

Note:- For the avoidance of doubt an appropriate adult is a person, considerably older than the child or young person, who has the responsibility for the child or young person when attending the premises.

(c) Provide statement regarding the AGES of children or young persons to be allowed entry
--

Children - 0 to 15 years.

Young Persons - 16 and 17 years

(d) Provide statement regarding the TIMES during which children and young persons will be allowed entry
--

Children and Young persons for the duration of meal or pre-arranged private function

(e) Provide statement regarding the PARTS of the premises to which children and young persons will be allowed entry
--

All public areas

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

100

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

(a) Name

Simon Falcone

(b) Date of birth

[REDACTED]

(c) Contact address

[REDACTED]

(d) Telephone number and e-mail address

[REDACTED]

(e) Personal licence

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence
31/08/2009	Scottish Borders Licensing Board	SB/LIQ/4141

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this operating plan are true to the best of my knowledge and belief.

Signature ... [REDACTED]
* (see note below)

[REDACTED]

Date20TH July 2017.....

Capacity ...AGENT... APPLICANT

Telephone number and email address of signatory

[REDACTED]

* **Data Protection Act 1998** The information on this form may be held on an electronic public register which may be available to members of the public on request.

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The Teviot

approximate line of 2m high Hawick Flood Defence Wall

17/00744/ALT
18/07/2017

Scottish Borders Council
Building Scotland Act 2003

APPROVED

subject to the requirements
of the associated Building
Warrant

reinstate windows
white pvc to match

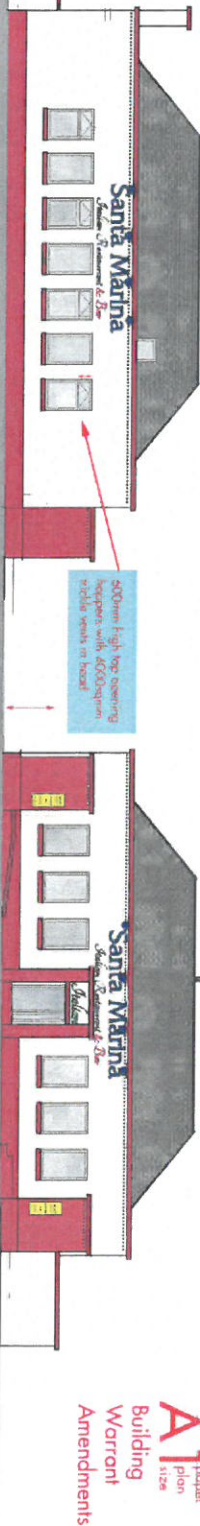
west elevation

existing white pvc windows
and entrance door/screen

south elevation

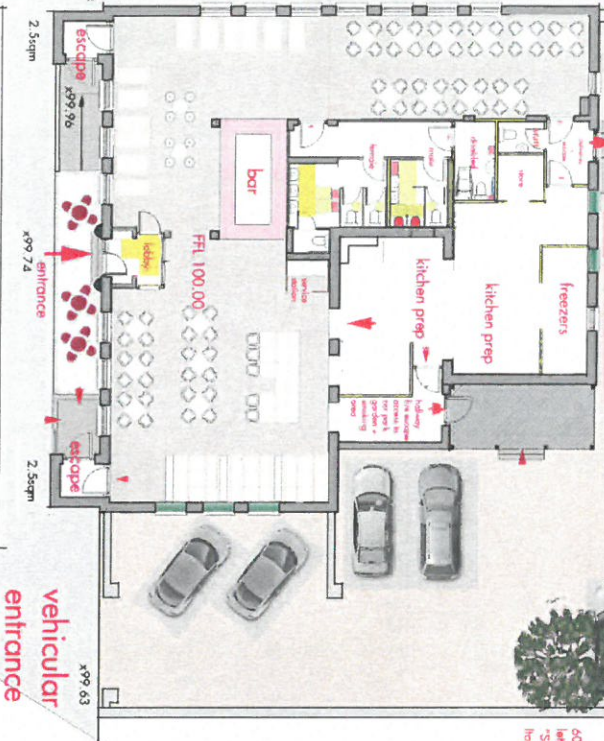
black stainless steel
extractor exhaust duct
terminate 1m above ridge

A1 paper
Building
Warrant
Amendments



car parking

deliveries
waste and recycling
bin storage area



ground floor plan

approximate line of 2m high Hawick Flood Defence Wall

vehicular
entrance

north elevation
Santa Marina
Delfino Restaurant & Bar

reinstate windows
white pvc to match

east elevation

6000mm x 2000mm x 70mm white aluminium panel, sign to east self projection
relating to be in proportion + matching colour range
"Santa Marina"
"Delfino Restaurant and Bar"
150mm caps + 200mm lower case
150mm caps + 75mm lower case

existing x/p
balanced flue
balanced flue 650mm from FFL
existing 100kg boiler
3000

continuous led ice blue coloured wall "wash" lighting
Ncl 5 lead flashing
imp wall + over roof
150mm down roof bar
150mm along roof bar

Colouring Schedule

Building: Walls

Cills, Plinth, Coping, Railing + Escape Doors

Signage:

- BS 4800 20 C 37 Larkspur Blue/Viking
- BS 4800 14 C 39 Hollybush/Holly Green
- BS 4800 04 E 56 Carnival Red
- BS 4800 10 B 15 Gardenia
- BS 4800 04 E 56 Carnival Red



Demountable flood barriers by "LAKESIDE FLOOD SOLUTIONS" located at all access and egress points
NB where at fire escapes barriers to be quick release

- we outside 1500mm x 900mm minimum
- dial flush - we
- waterless urinal with privacy shield
- wash hand basin with water saving tap
- top of blade hand dryer set
- 1000 mm/4/725 female above floor level
- indicative activity space

Row G 20170711
Notes added lead flashing to roof of Smoking Deck
Reinstated flue - Terminal Guard
Trickle vents to windows West Elevation
Row F 20170627 Additional information for Building Control
Flashing added to Smoking deck roof
Siding removed from bar area
Balanced flue height added from FFL

Read with Shopfitters detail drawings for final Table Plan + Kitchen/Appliances

no fixed seating



BYEMOND DESIGN
BYEMOND ARCHITECTURE
759.04G

lift and relay existing suspended timber floors lowered to match adjacent floor levels

x99.63

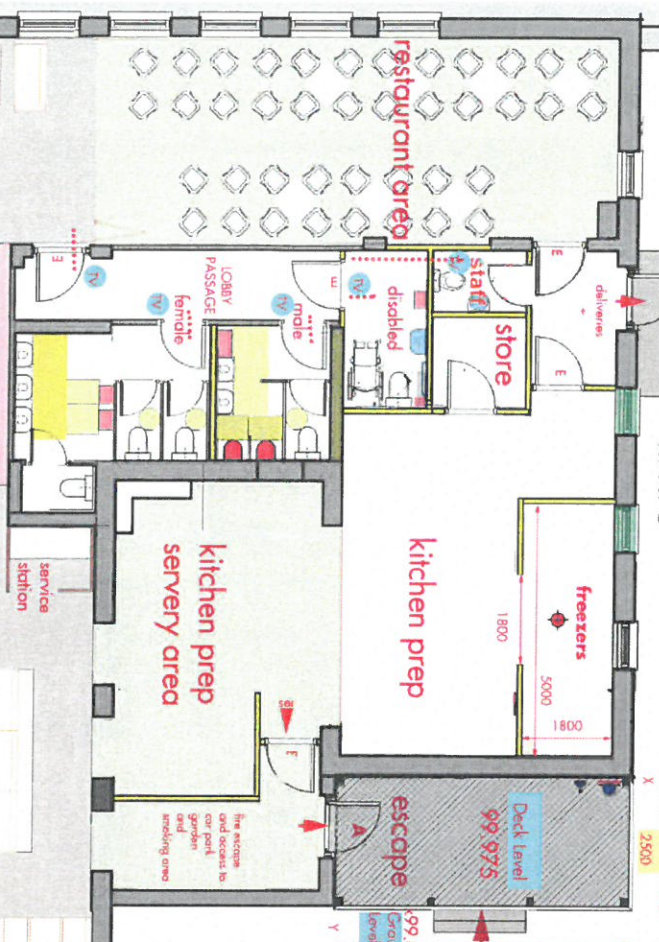
covered area approximately 2300mm x 6500mm to be raftered/floored to corners of existing building @ X + Y

Smoking Deck Construction

diagonal 22mm x 125mm non slip decking boards - "picture frame" perimeter fixed to allow for expansion + contraction but in such a fashion to prevent passage of debris accumulating under deck
 scrape vegetable matter from existing yard - lay heavy duty dpm and cover with 20mm clean gravel
 47mm x 170mm joists @ 300mm centres
 hung on joist hangers to wall plates/ledger board and over perimeter joist wall plate 47mm x 170mm raftered to wall @ 600mm centres
 2 x 47mm x 170mm perimeter joists on bracker/shoe on 92mm x 92mm support posts on girthbraced shoes on 600mm concrete cube foundation
 roof joists to be 47mm x 145mm @ 600mm centres on joist hangers/over perimeter slope wall - screening for similar to soffit - chemically fire spread protected wall plate (ledger board) 47mm x 145mm raftered to wall @ 400mm centres
 bolts to be galvanneal 12mm dia
 on perimeter joist 47mm x 170mm (bolts each side of post) 2x12mm dia bolts 92mm x 92mm joist fixed behind base perimeter joist with framing angle cleats and bolted to support post - base to be on galvanneal shoes on concrete pad
 22mm x 145mm softwood tanking/breather membrane
 "Condoline" or equal roofing sheet
 22mm x 145mm heavy duty PVC gutter/145mm rmp
 Gutter connecting via trap to existing drainage
 bolts to be galvanneal 12mm dia
 on perimeter joist 47mm x 170mm (bolts each side of post) 2x12mm dia bolts 92mm x 92mm joist fixed behind base perimeter joist with framing angle cleats and bolted to support post - base to be on galvanneal shoes on concrete pad
 22mm x 145mm softwood tanking/breather membrane
 "Condoline" or equal roofing sheet
 22mm x 145mm heavy duty PVC gutter/145mm rmp
 Gutter connecting via trap to existing drainage

- new roof outlets for extractor fans
- extractor fan outlet - slope vent from boiler spaces
- extractor fan outlet from lobby + overs

A1 paper plan 1:125
Building Warrant Amendments



no seating at bar table service/payments only

17/00744/ALT
 18/07/2017
 South Essex Council
 Planning Committee 25.9.17

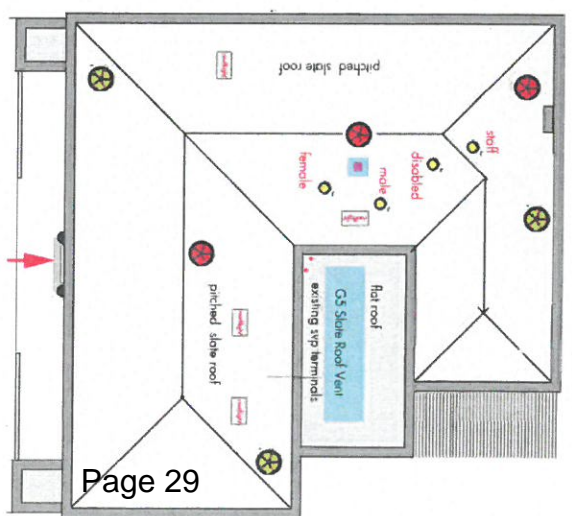
APPROVED

vehicular access
 lobby activity space
 1600mm x 750mm

Activity spaces



BYEMOND DESIGN
 759.05 C



ROOF LAYOUT PLAN 1: 100

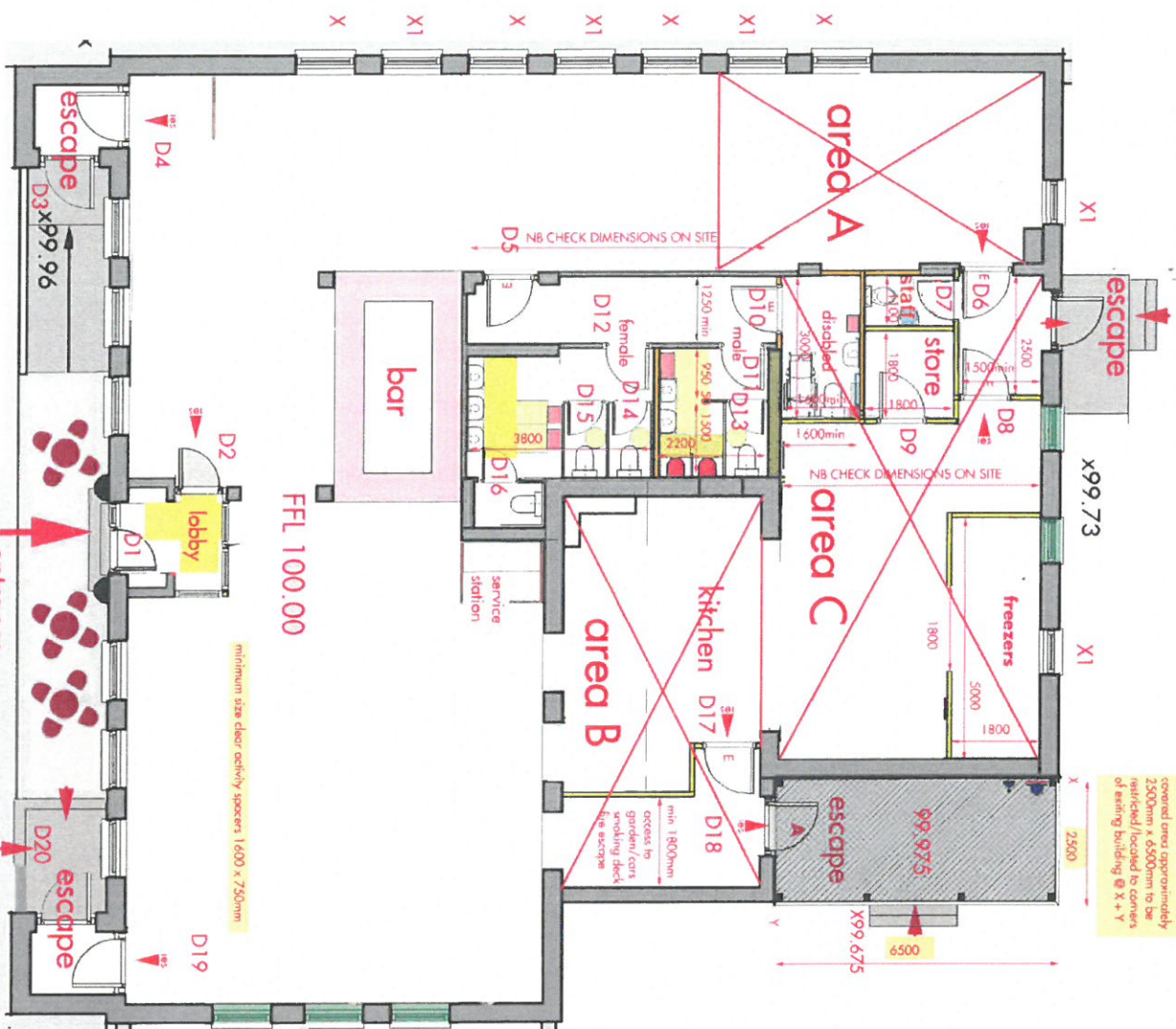
scale 1:100

20170529

Proposed Alterations to Form
 Santa Marina Italian Restaurant
 Tevot Crescent
 Hawick TD9 9RE

Floor and Roof Plan Layouts
 Restaurant/Tables/Kitchens
 Stores and Toilets

scale 1:100+ 1:50 TMP 20170426



covered area approximately 2300mm x 6500mm to be retained/located to corners of existing building @ X + Y

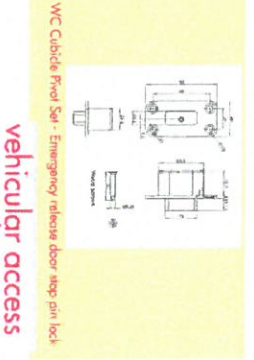
General Notes - see also General Notes and Specification Report Drawings Numbered 759.01 759.04 759.05 759.06

- Remove existing concrete slabs between Area A to Area C
- Area A (4m x 6.5m) + C (10m x 5.25m) = existing raised timber floors to be lowered to adjacent levels
- Area B (5m x 4m) = existing best concrete floor to be raised
- D4 Form door openings for Emergency Escape/Access doorway - door size 900mm x 2065mm TYPE C concrete lintel over 100mm wide x 145mm thick on concrete pad 150mm thick x 100mm wide x 150mm deep with 150mm bearing
- Ensure the steel "beams" are correctly placed through wall over new finish height and that supporting steel props are taken down to solid bearing
- Corrugated aluminium existing 100mm brick walls to existing joists
- Ensure that ceiling (if any) are adequately supported with timber "beams" 200mm x 75mm thick and that supporting steel props spaced at maximum 1500mm centres are taken down to solid bearing

- New Internal Partitions - slip fixed to adjacent masonry structure/partitions. 2x60mm (1 layer each side to store) 92mm x 42mm SW timber studs @ 600mm centres to surface. 2x60mm (1 layer each side to store) of 15mm soundblock plasterboard to both sides. (moisture resistant to all partitions) with minimum mass per unit area of 10kg/m². Joints taped and filled and 3mm stem coat plaster/acrylic hygienic cladding board
- 100mm Rockwool sound deadening insulation RW445 to be fitted to all partitions with minimum density of 10kg/m³. To provide a minimum airborne sound insulation level of 43Rw. Pipe boxes to be constructed around new SYPs or AAVs, comprising 15mm thick soundblock plasterboard/acrylic hygienic cladding on 38 x 38mm SW timber framing and with a screw fixed plywood access panel of hard hole level.
- All toilet walls to be tiled/fixed with hygienic cladding to a minimum height of 1800mm to be impervious to the passage of moisture
- Soundproofed partition 2 layers of 15mm soundblock plasterboard both sides
- WC Cubicle partitions 2100mm high

- New Existing Floor Construction/Finishes: ceramic or other tile on new and existing solid/suspended floors
- lower existing raised timber floors area A and area B to adjacent levels
- include under timber floors with 100mm thick Kingspan T770 rigid insulation board on 25mm x 38mm timber runners nailed to joists
- lit existing floor - floor edges and wall upturned with RW/Synthetic burner for steel floor finished
- 100mm reinforced concrete on slip membrane as required by insulation manufacturer
- 100mm Kingspan T770 or equal on DPM, dressed up or edges on 25mm sand blinding on consolidated hardcore - OS under existing concrete slabs
- Where stripping or removing structure/masonry/floor/walls make good to all adjoining walls/ceilings/floors/joinery/plastering
- Unblock existing window openings and install new UPVC windows to match existing set in dips
- X1 = fixed light
- X = fixed light with 600mm o/a top hung transoms light
- NOTE ALL GLAZING TO BE SAFETY GLASS

A Fire Safety Design Summary (FSDS) will be provided as a submission of the completion certificate.



WC Cubicle Fixed Set - Emergency release door (slip pin lock)

- minimum size clear activity spaces 1600 x 750mm
- Record give ramp to form slip free steps and concrete slab Full width plus x 135mm minimum in front of door blade Equal risers of maximum 150mm - going to be minimum 300mm
- Reconfirm ramp to form slip free steps and concrete slab Full width plus x 135mm minimum in front of door blade Equal risers of maximum 150mm - going to be minimum 300mm
- Activity spaces

A1 paper
Building
Warrant
Amendments

17/00744/ALT
18/07/2017

APPROVED
Scottish Borders Council
Building, Scotland Act 2003

Ordnance Survey Map data © Crown Copyright and/or Ordnance Survey

Premont Design Architectural Design & Planning

759.07 B

Approved Alterations to form Santa Marina Restaurant + Bar Tenor Crescent Howick TD9 9RE Building Layout General Notes Restaurant Kitchens Stores and Toilets scale 1:50 down TMP 20170529

20170529



SCOTTISH BORDERS LICENSING BOARD

Licensing (Scotland) Act 2005, Section 29
APPLICATION FOR VARIATION OF PREMISES LICENCE

If you are completing this form by hand, please write legibly in block capitals using ink

Question 1

Please provide the name, address, postcode, date and place of birth, and contact telephone number of the current Licensee.

ALDI STORES LIMITED
 HOLLY LANE
 ATHERSTONE
 WARWICKSHIRE . CV9 2SQ

Question 2

Please provide full name, address, postcode and *licence number of the premises (*if known)

ALDI STORES LIMITED
 31-32 COMMERCIAL ROAD
 HAWICK
 TD9 7AD
 SB PREM / PROVISIONAL

Question 3

Do you propose to vary any of the information contained in the operating plan contained in the licence application?

YES / ~~NO~~*

Where the proposed variation affects the current operating plan, please submit an operating plan including the proposed variations.

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

Q7- INCREASE CAPACITY FROM 31.54435 SQM TO
 31.71486 SQM

Question 4

Do you propose a variation to the layout plan contained in the licence? YES / ~~NO~~*

Where the proposed variation affects the current layout plan, please submit 5 sets of plans showing the proposed new layout of the premises.

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

INCREASE IN OFF SALE CAPACITY TO: 31.71486 SQM
(LAYOUT PLAN REF: 00LO-AL(76)001 D)

Question 5

Do you propose to vary any other information contained or referred to in the licence, including an addition, deletion or other modification? YES / NO*

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

[Empty box for details of proposed variation]

VARIATION TO SUBSTITUTE NEW PREMISES MANAGER

Question 6

Please provide details below of the name, address and personal licence number of the EXISTING Premises Manager.

[Empty box for details of existing Premises Manager]

Proposed Premises Manager

Name and telephone number

[Empty box for Proposed Premises Manager details]

Date and place of birth

[Empty box for date and place of birth]

Contact address, including postcode

[Empty box for contact address]

Email address

[Empty box for email address]

Personal licence

Date of issue	Name of Licensing Board issuing	Reference number of personal licence

Is the variation in respect of Question 6 to take effect during the application period? YES/NO*

If the answer to the above question is NO, please provide below the date from which the variation is to take effect.

[Empty box for date of variation]

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT
If signing on behalf of the applicant please state in what capacity.**

The contents of this Application are true to the best of my knowledge and belief.

Signature [Redacted] * (see note below)

Date 05.06.17

Capacity APPLICANT/AGENT (delete as appropriate)

Telephone number and email address of signatory

.....

*** Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN – SB/PREM/PROVISIONAL

Aldi, 31-32 Commercial Road, Hawick

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

(a) Will alcohol be sold for consumption solely ON the premises?	NO
(b) Will alcohol be sold for consumption solely OFF the premises?	YES
(c) Will alcohol be sold for consumption both ON and OFF the premises?	NO

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
Monday	N/A	N/A
Tuesday	N/A	N/A
Wednesday	N/A	N/A
Thursday	N/A	N/A
Friday	N/A	N/A
Saturday	N/A	N/A
Sunday	N/A	N/A

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	10.00 AM	10.00 PM
Tuesday	10.00 AM	10.00 PM
Wednesday	10.00 AM	10.00 PM
Thursday	10.00 AM	10.00 PM
Friday	10.00 AM	10.00 PM
Saturday	10.00 AM	10.00 PM
Sunday	10.00 AM	10.00 PM

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	NO
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*If YES – provide details

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Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 (a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	NO	NO	NO
Conference facilities	NO	NO	NO
Restaurant facilities	NO	NO	NO
Bar meals	NO	NO	NO

(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Receptions including weddings, birthdays, retirements etc.</i>	NO	NO	NO
<i>Club or other group meetings etc.</i>	NO	NO	NO
(c) Activity Entertainment including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music –see 5(g)</i>	NO	NO	NO
<i>Live performance – see 5(g)</i>	NO	NO	NO
<i>Dance facilities</i>	NO	NO	NO
<i>Theatre</i>	NO	NO	NO
<i>Films</i>	NO	NO	NO
<i>Gaming</i>	NO	NO	NO
<i>Indoor/outdoor sports</i>	NO	NO	NO
<i>Televised sport</i>	NO	NO	NO
(d) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	NO	NO	NO
(e) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	NO	NO	NO

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

The sale of goods consistent with the business of a supermarket including out with core hours.

(g) Late night premises opening after 1.00am – **N/A**

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	N/A
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When fully occupied, are there likely to be more customers standing than seated?	N/A
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Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS – N/A

(a) When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	N/A
--	------------

*delete as appropriate

(b) Where the answer to 6(a) is YES provide statement of the TERMS under which they will be allowed entry
--

N/A

(c) Provide statement regarding the AGES of children or young persons to be allowed entry
--

N/A

(d) Provide statement regarding the TIMES during which children and young persons will be allowed entry
--

N/A

(e) Provide statement regarding the PARTS of the premises to which children and young persons will be allowed entry
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N/A

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

The alcohol display area is 31.54435m². The alcohol display floor area is 13.838m². (see layout plan approved on 17 February 2017)

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

(a) *Name*

N/A - Provisional

(b) *Date of birth*

N/A - Provisional

(c) *Contact address*

N/A - Provisional

(d) *Telephone number and e-mail address*

N/A - Provisional

(e) *Personal licence*

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence
N/A		

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OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

<i>1(a) Will alcohol be sold for consumption solely ON the premises?</i>	NO
<i>1(b) Will alcohol be sold for consumption solely OFF the premises?</i>	YES
<i>1(c) Will alcohol be sold for consumption both ON and OFF the premises?</i>	NO
<i>*Delete as appropriate</i>	

Question 2

STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION ON PREMISES

<i>Day</i>	<i>ON Consumption</i>	
	<i>Opening time</i>	<i>Terminal hour</i>
<i>Monday</i>	N/A	N/A
<i>Tuesday</i>	N/A	N/A
<i>Wednesday</i>	N/A	N/A
<i>Thursday</i>	N/A	N/A
<i>Friday</i>	N/A	N/A
<i>Saturday</i>	N/A	N/A
<i>Sunday</i>	N/A	N/A

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

<i>Day</i>	<i>OFF Consumption</i>	
	<i>Opening time</i>	<i>Terminal hour</i>
<i>Monday</i>	10AM	10PM
<i>Tuesday</i>	10AM	10PM
<i>Wednesday</i>	10AM	10PM
<i>Thursday</i>	10AM	10PM
<i>Friday</i>	10AM	10PM
<i>Saturday</i>	10AM	10PM
<i>Sunday</i>	10AM	10PM

Question 4

SEASONAL VARIATIONS

<i>Does the applicant intend to operate according to seasonal demand</i>	NO
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**If YES – provide details*

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Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 5(a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Accommodation</i>	NO	N/A	N/A
<i>Conference facilities</i>	NO	NO	NO
<i>Restaurant facilities</i>	NO	NO	NO
<i>Bar meals</i>	NO	NO	NO
5(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Receptions including</i> <i>Weddings, funerals,</i> <i>birthdays, retirements</i> <i>etc.</i>	NO	NO	NO
<i>Club or other group</i> <i>meetings etc.</i>	NO	NO	NO
5(c) Activity Entertainment including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music – see</i> <i>5(g)</i>	NO	NO	NO
<i>Live performances –</i> <i>see 5(g)</i>	NO	NO	NO
<i>Dance facilities</i>	NO	NO	NO
<i>Theatre</i>	NO	NO	NO
<i>Films</i>	NO	NO	NO

<i>Gaming</i>	NO	NO	NO
<i>Indoor/outdoor sports</i>	NO	NO	NO
<i>Televised sport</i>	NO	NO	NO
5(d) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	NO	NO	NO
5(e) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	NO	NO	NO

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

5(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

The sale of goods consistent with the business of a supermarket including outwith core hours.

5(g) Late night premises opening after 1.00am

<i>Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?</i>	N/A
<i>When fully occupied, are there likely to be more customers standing than seated?</i>	N/A
<i>*Delete as appropriate</i>	

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

6(a)	<i>When alcohol is being sold for consumption on the premises will children or young persons be allowed entry</i>	N/A
	<i>*Delete as appropriate</i>	

6(b) *Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry*

6(c) *Provide statement regarding the **AGES** of children or young persons to be allowed entry*

6(d) *Provide statement regarding the **TIMES** during which children and young persons will be allowed entry*

6(e) *Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry*

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

31.71486 SQ M

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

8(a) *Name*

8(b) *Date of birth*

8(c) *Contact address*

8(d) *Email address*


8(e) *Personal licence*

<i>Date of issue</i>	<i>Name of Licensing Board issuing</i>	<i>Reference no. of personal licence</i>

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this operating plan are true to the best of my knowledge and belief.

Signature  * (see note below)

Date05.06.17.....

Capacity ~~APPLICANT~~/AGENT (delete as appropriate).

Telephone number and email address of signatory

*** Data Protection Act 1998**

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SCOTTISH BORDERS LICENSING BOARD

Licensing (Scotland) Act 2005, Section 29 APPLICATION FOR VARIATION OF PREMISES LICENCE

If you are completing this form by hand, please write legibly in block capitals using ink

Question 1

Please provide the name, address, postcode, date and place of birth, and contact telephone number of the current Licensee.

The Main Street Trading Company Ltd. (Per William De La Hey)

**Main Street
St Boswells
TD6 0AT**

Tel 01835 824650

Question 2

*Please provide full name, address, postcode and *licence number of the premises (*if known)*

The Main Street Trading Company Ltd.

**Main Street,
St Boswells
Melrose
TD6 0AT**

SB/PREM/503

Question 3

Do you propose to vary any of the information contained in the operating plan contained in the licence application?

YES

Where the proposed variation affects the current operating plan, please submit an operating plan including the proposed variations.

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

At Question 7- Capacity - Change the Delicatessen and gift shop alcohol display area to 53.89 Sq.m in 50 Sq.m of floor area.

(Currently shown as 25 but should be shown as 7.5 Sq.m. in 2.3 Sq.m. of floor area)

Question 4

Do you propose a variation to the layout plan contained in the licence? YES

Where the proposed variation affects the current layout plan, please submit 5 sets of plans showing the proposed new layout of the premises.

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

Show re arranged Delicatessen and Coffee Shop/Restaurant lay out including the upgraded Alcohol Display area within the delicatessen shop area and extension to counter area.

Question 5

Do you propose to vary any other information contained or referred to in the licence, including an addition, deletion or other modification?

YES /NO

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

VARIATION TO SUBSTITUTE NEW PREMISES MANAGER

Question 6

Please provide details below of the name, address and personal licence number of the EXISTING Premises Manager.

Proposed Premises Manager

Name and telephone number

Date and place of birth

Contact address, including postcode

[Empty text box for contact address]

Email address

[Empty text box for email address]

Personal licence

Date of issue	Name of Licensing Board issuing	Reference number of personal licence

Is the variation in respect of Question 6 to take effect during the application period? YES/NO*

If the answer to the above question is NO, please provide below the date from which the variation is to take effect.

[Empty text box for date of variation]

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this Application are true to the best of my knowledge and belief.

Signature [Redacted] * (see note below)

Date 18.8.17

Capacity APPLICANT/AGENT (delete as appropriate)

Telephone number and email address of signatory [Redacted]

*** Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

(a) Will alcohol be sold for consumption solely ON the premises?	NO
(b) Will alcohol be sold for consumption solely OFF the premises?	NO
(c) Will alcohol be sold for consumption both ON and OFF the premises?	YES

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
<i>Monday</i>	11.00am	11.00pm
<i>Tuesday</i>	11.00am	11.00pm
<i>Wednesday</i>	11.00am	11.00pm
<i>Thursday</i>	11.00am	11.00pm
<i>Friday</i>	11.00am	11.00pm
<i>Saturday</i>	11.00am	11.00pm
<i>Sunday</i>	11.00am	11.00pm

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
<i>Monday</i>	10.00am	10.00pm
<i>Tuesday</i>	10.00am	10.00pm
<i>Wednesday</i>	10.00am	10.00pm
<i>Thursday</i>	10.00am	10.00pm
<i>Friday</i>	10.00am	10.00pm
<i>Saturday</i>	10.00am	10.00pm
<i>Sunday</i>	10.00am	10.00pm

Question 4

SEASONAL VARIATIONS

<i>Does the applicant intend to operate according to seasonal demand</i>	NO
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**If YES – provide details*

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Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 <i>(a) Activity</i>	COL. 2 <i>Please confirm YES/NO</i>	COL. 3 <i>To be provided during core licensed hours – please confirm YES/NO</i>	COL. 4 <i>Where activities are also to be provided outwith core licensed hours please confirm YES/NO</i>
<i>Accommodation</i>	No	No	No
<i>Conference facilities</i>	No	No	No
<i>Restaurant facilities</i>	Yes	Yes	Yes
<i>Bar meals</i>	No	No	No
(b) Activity <i>Social functions including:</i>	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Receptions including weddings, funerals,</i>	Yes	Yes	Yes

<i>birthdays, retirements etc.</i>			
<i>Club or other group meetings etc.</i>	Yes	Yes	Yes
(c) Activity Entertainment including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music –see 5(g)</i>	Yes	Yes	Yes
<i>Live performance – see 5(g)</i>	Yes	Yes	Yes
<i>Dance facilities</i>	Yes	Yes	Yes
<i>Theatre</i>	Yes	Yes	Yes
<i>Films</i>	Yes	Yes	Yes
<i>Gaming</i>	No	No	No
<i>Indoor/outdoor sports</i>	No	No	No
<i>Televised sport</i>	No	No	No
(d) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	No	No	No
(e) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	No	No	No

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

The premises will be run as a bookshop, café and delicatessen during general opening hours from 9.00am and 6.00pm. Restaurant facilities may operate until 11.00pm. Private functions, clubs, book groups and author events will also be held after 6.00pm. Art and entertainment functions will operate before core licensing hours and run after 6.00pm. Other activities such as mother and toddler groups to meet before licensing hours. All activities to cease sales by 11.00pm.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

(g) Late night premises opening after 1.00am

<i>Where you have confirmed that you are providing live or recorded music, will the</i>	n/a
---	-----

decibel level exceed 85dB?	
----------------------------	--

When fully occupied, are there likely to be more customers standing than seated?	n/a
--	-----

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

(a) When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	YES
--	------------

(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry

The majority of children and young persons will be accompanied by an adult or be part of a family outing. School children may enter to buy books and use café facilities. A written policy will be adopted in relation to the terms which children aged 10 – 15 will be allowed entry.

(c) Provide statement regarding the **AGES** of children or young persons to be allowed entry

0 -10 years old accompanied by adult
10-17 years old unaccompanied

(d) Provide statement regarding the **TIMES** during which children and young persons will be allowed entry

9.00am – 6.00pm all ages allowed entry
6.00pm – 11.00pm children and young persons to be allowed entry when part of a private party or family outing to an arts or club event

(e) Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry

Bookshop
Café
Delicatessen and gift shop
1st floor gallery

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

Delicatessen and gift shop – 25
1st floor gallery – 60
Bookshop – 30
Café – 50

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

(a) *Name*

William De La Hey

(b) *Date of birth*



(c) *Contact address*



(d) *Telephone number and e-mail address*



(e) *Personal licence*

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence
12:12:2012	SCOTTISH BORDERS	SB/LIQ/11620

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

(a) Will alcohol be sold for consumption solely ON the premises?	NO
(b) Will alcohol be sold for consumption solely OFF the premises?	NO
(c) Will alcohol be sold for consumption both ON and OFF the premises?	YES

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION ON PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
Monday	11.00am	11.00pm
Tuesday	11.00am	11.00pm
Wednesday	11.00am	11.00pm
Thursday	11.00am	11.00pm
Friday	11.00am	11.00pm
Saturday	11.00am	11.00pm
Sunday	11.00am	11.00pm

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	10.00am	10.00pm
Tuesday	10.00am	10.00pm
Wednesday	10.00am	10.00pm
Thursday	10.00am	10.00pm
Friday	10.00am	10.00pm
Saturday	10.00am	10.00pm
Sunday	10.00am	10.00pm

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	NO
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*If YES – provide details

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Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 (a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	No	No	No
Conference facilities	No	No	No
Restaurant facilities	Yes	Yes	Yes
Bar meals	No	No	No
(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Receptions including weddings, funerals, birthdays, retirements etc.	Yes	Yes	Yes
Club or other group meetings etc.	Yes	Yes	Yes

(c) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Entertainment including:			
<i>Recorded music –see 5(g)</i>	Yes	Yes	Yes
<i>Live performance – see 5(g)</i>	Yes	Yes	Yes
<i>Dance facilities</i>	Yes	Yes	Yes
<i>Theatre</i>	Yes	Yes	Yes
<i>Films</i>	Yes	Yes	Yes
<i>Gaming</i>	No	No	No
<i>Indoor/outdoor sports</i>	No	No	No
<i>Televised sport</i>	No	No	No
(d) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	No	No	No
(e) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	No	No	No

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

The premises will be run as a bookshop, café and delicatessen during general opening hours from 9.00am and 6.00pm. Restaurant facilities may operate until 11.00pm. Private functions, clubs, book groups and author events will also be held after 6.00pm. Art and entertainment functions will operate before core licensing hours and run after 6.00pm. Other activities such as mother and toddler groups to meet before licensing hours. All activities to cease sales by 11.00pm.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

--

(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	n/a
---	-----

When fully occupied, are there likely to be more customers standing than seated?	n/a
--	-----

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

(a)	When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	YES
-----	--	-----

(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry

The majority of children and young persons will be accompanied by an adult or be part of a family outing. School children may enter to buy books and use café facilities. A written policy will be adopted in relation to the terms which children aged 10 – 15 will be allowed entry.

(c) Provide statement regarding the **AGES** of children or young persons to be allowed entry

0 -10 years old accompanied by adult
10-17 years old unaccompanied

(d) Provide statement regarding the **TIMES** during which children and young persons will be allowed entry

9.00am – 6.00pm all ages allowed entry
6.00pm – 11.00pm children and young persons to be allowed entry when part of a private party or family outing to an arts or club event

(e) Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry

Bookshop
Café
Delicatessen and gift shop
1st floor gallery

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

Delicatessen and gift shop - 25 shelving 53.89sqm.
1st floor gallery - 60
Bookshop - 30
Café - 50

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

(a) Name

William De La Hey

(b) Date of birth

[Redacted]

(c) Contact address

[Redacted]

(d) Telephone number and e-mail address

[Redacted]

(e) Personal licence

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence
12:12:2012	SCOTTISH BORDERS	SB/LIQ/11620

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this operating plan are true to the best of my knowledge and belief.

Signature .. [Redacted] * (see note below)

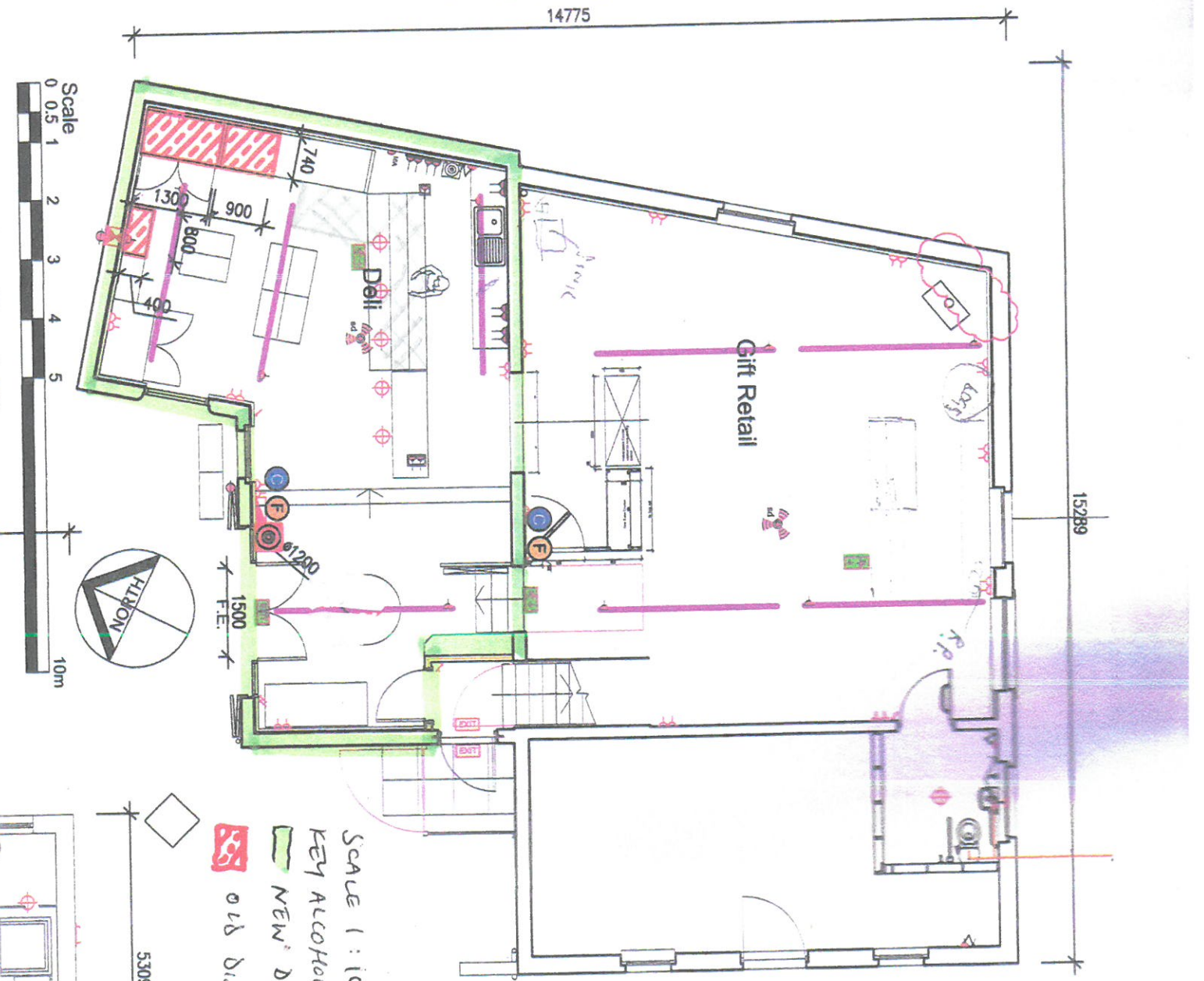
Date 18.8.17

Capacity APPLICANT/AGENT (delete as appropriate).

Telephone number and email address of signatory .. [Redacted]

* **Data Protection Act 1998** The information on this form may be held on an electronic public register which may be available to members of the public on request.

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of Ordnance Survey on behalf of HMSO.
 His reserved.
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Question 4

Do you propose a variation to the layout plan contained in the licence? NO

Where the proposed variation affects the current layout plan, please submit 5 sets of plans showing the proposed new layout of the premises.

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

Question 5

Do you propose to vary any other information contained or referred to in the licence, including an addition, deletion or other modification? /NO

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

VARIATION TO SUBSTITUTE NEW PREMISES MANAGER

Question 6

Please provide details below of the name, address and personal licence number of the EXISTING Premises Manager.

Proposed Premises Manager

Name and telephone number

Date and place of birth

Contact address, including postcode

Email address

Personal licence

Date of issue	Name of Licensing Board issuing	Reference number of personal licence

Is the variation in respect of Question 6 to take effect during the application period? YES/NO*

If the answer to the above question is NO, please provide below the date from which the variation is to take effect.

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this Application are true to the best of my knowledge and belief.

Signature [REDACTED] * (see note below)

Date 20/9/17

Capacity SECRETARY APPLICANT/AGENT (delete as appropriate)

Telephone number and email address of signatory

*** Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

(a) Will alcohol be sold for consumption solely ON the premises?	NO
(b) Will alcohol be sold for consumption solely OFF the premises?	NO
(c) Will alcohol be sold for consumption both ON and OFF the premises?	YES

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
<i>Monday</i>	11.00am	11.00pm
<i>Tuesday</i>	11.00am	11.00pm
<i>Wednesday</i>	11.00am	11.00pm
<i>Thursday</i>	11.00am	11.00pm
<i>Friday</i>	11.00am	1.00am
<i>Saturday</i>	11.00am	1.00am
<i>Sunday</i>	11.00am	11.00pm

Question 3

STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION OFF PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	11.00am	10.00pm
Tuesday	11.00am	10.00pm
Wednesday	11.00am	10.00pm
Thursday	11.00am	10.00pm
Friday	11.00am	10.00pm
Saturday	11.00am	10.00pm
Sunday	11.00am	10.00pm

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	YES
---	-----

Christmas Eve, Christmas Day, Boxing Day, New Years Eve and New Years Day to 1.00am or otherwise in line with the Board's Festive Season Policy.

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 (a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	N/A	N/A	N/A
Conference facilities	No	No	No
Restaurant facilities	No	No	No
Bar meals	No	No	No
(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Receptions including weddings, funerals, birthdays, retirements etc.	Yes	Yes	No
Club or other group	Yes	Yes	No

<i>meetings etc.</i>			
(c) Activity Entertainment including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music –see 5(g)</i>	Yes	Yes	No
<i>Live performance – see 5(g)</i>	Yes	Yes	No
<i>Dance facilities</i>	Yes	Yes	No
<i>Theatre</i>	No	No	No
<i>Films</i>	No	No	No
<i>Gaming</i>	Yes	Yes	No
<i>Indoor/outdoor sports</i>	Yes	Yes	No
<i>Televised sport</i>	Yes	Yes	No
(d) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	No	No	No
(e) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	Yes	Yes	No

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

The gaming refers to Category C and D machines and any other legal form of gaming. The adult entertainment refers to hen night/stag night type events where entertainment may consist of stripper, strippogram and adult comedian type entertainment.

Note: for the avoidance of doubt any adult entertainment will be at a pre-arranged private function in a rooms et aside for the purpose where entry is by invitation and not accessible to the general public.

No drinks will be carried to the outside area after 10.00pm.

Some functions or events may commence prior to core hours but will never extend beyond. Any requirement for the sale or supply of alcohol outwith hours will be dealt with by applying for an occasional extension.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

The club is used for regular meetings; the premises are also used regularly for various events such as fund raising coffee mornings, children’s play groups, parties and as a youth centre to keep the youth off the street. During these times the lounge bar/function room is shuttered and not in use and these parts of the premises are in effect being used as a community hall.

Members are allowed to sign in two guests at any one time.

(g) Late night premises opening after 1.00am

<i>Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?</i>	N/A
--	-----

<i>When fully occupied, are there likely to be more customers standing than seated?</i>	N/A
---	-----

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

<i>(a) When alcohol is being sold for consumption on the premises will children or young persons be allowed entry</i>	YES
---	-----

*(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry*

Children and young persons will have access to the lounge/function room when it is effectively being used as a community hall and the bar is shuttered and not in use.

Otherwise children and young persons accompanied by a responsible adult may access the function room when attending a pre-arranged private function and an occasional licence has been sought.

*(c) Provide statement regarding the **AGES** of children or young persons to be allowed entry*

Children 5 – 15
Young person 16 - 17

*(d) Provide statement regarding the **TIMES** during which children and young persons will be allowed entry*

Children and young persons until 10.00pm

If attending a pre-arranged private function applied under an occasional licence all age groups will be permitted for the duration of that function.

*(e) Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry*

Main lounge bar (function room), toilets and passageways and access to and from.
Excluded from the public (small) bar at all times. The door from the bar to lounge bar will be closed when children and young persons are in attendance.
NOTE: for the avoidance of doubt a private pre-arranged function is where the lounge bar/function room is given over to a previously arranged function which is attended by invitation and not accessible to the general public.

Any time children or young persons are on the premises there will be adequate and appropriate supervision. An appropriate adult is a person considerably older than the child or young person being accompanied. Adequate could vary, however if attending a club function or pre-arranged function the ratio should relate to a family group or similar sized company.

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

95

Question 8

PREMISES MANAGER

Personal details

(a) Name

n/a

(b) Date of birth

--

(c) Contact address

--

(d) Telephone number and e-mail address

--

(e) Personal licence

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

(a) Will alcohol be sold for consumption solely ON the premises?	NO
(b) Will alcohol be sold for consumption solely OFF the premises?	NO
(c) Will alcohol be sold for consumption both ON and OFF the premises?	YES

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
Monday	11.00am	12 midnight
Tuesday	11.00am	12 midnight
Wednesday	11.00am	12 midnight
Thursday	11.00am	12 midnight
Friday	11.00am	1.00am
Saturday	11.00am	1.00am
Sunday	11.00am	12 midnight

Question 3

STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION OFF PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	11.00am	10.00pm
Tuesday	11.00am	10.00pm
Wednesday	11.00am	10.00pm
Thursday	11.00am	10.00pm
Friday	11.00am	10.00pm
Saturday	11.00am	10.00pm
Sunday	11.00am	10.00pm

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	YES
---	-----

Christmas Eve, Christmas Day, Boxing Day, New Years Eve and New Years Day to 1.00am or otherwise in line with the Board's Festive Season Policy.

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 (a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	N/A	N/A	N/A
Conference facilities	YES	YES	YES
Restaurant facilities	No	No	No
Bar meals	No	No	No
(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Receptions including weddings, funerals, birthdays, retirements etc.	Yes	Yes	YES
Club or other group meetings etc.	Yes	Yes	YES

(c) Activity Entertainment including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music –see 5(g)</i>	Yes	Yes	YES
<i>Live performance – see 5(g)</i>	Yes	Yes	No
<i>Dance facilities</i>	Yes	Yes	No
<i>Theatre</i>	No	No	No
<i>Films</i>	No	No	No
<i>Gaming</i>	Yes	Yes	No
<i>Indoor/outdoor sports</i>	Yes	Yes	YES
<i>Televised sport</i>	Yes	Yes	YES
(d) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	No	No	No
(e) Activity	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	Yes	Yes	No

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

These activities may commence prior to core hours but would not extend beyond without the benefit of an extended hours application.

The gaming refers to all legal forms of gaming. The adult entertainment refers to hen night/stag night type events where entertainment may consist of stripper, strippogram and adult comedian type entertainment.

Note: for the avoidance of doubt any adult entertainment will be at a pre-arranged private function in a rooms set aside for the purpose where entry is by invitation and not accessible to the general public.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

The Lounge Bar/Function room in the premises is used on occasions by other organisations or for purposes such as coffee mornings, play groups or by other community groups and is in effect used as a community hall. When in such use the bar is shuttered and no alcohol sales take place.

(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	N/A
---	-----

When fully occupied, are there likely to be more customers standing than seated?	N/A
--	-----

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

(a)	When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	YES
-----	--	-----

(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry

Children and Young Persons in the company of an appropriate adult when attending for any sporting or musical activity connected to the club.
 Children and Young Persons in the company of an appropriate adult when attending a pre-arranged private function.
 Children and young persons will have access to the lounge/function room when it is effectively being used as a community hall and the bar is shuttered and not in use.

(c) Provide statement regarding the **AGES** of children or young persons to be allowed entry

Children 0 – 15
 Young person 16 - 17

(d) Provide statement regarding the **TIMES** during which children and young persons will be allowed entry

Children and young persons until 10.00pm other than when attending a pre arranged private function when they can be there for the duration.

(e) Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry

All public areas with the exclusion of the front bar area.

NOTE: for the avoidance of doubt a private pre-arranged function is where the lounge bar/function room is given over to a previously arranged function which is attended by invitation and not accessible to the general public.

Any time children or young persons are on the premises there will be adequate and appropriate supervision. An appropriate adult is a person considerably older than the child or young person being accompanied.

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

95

Question 8

PREMISES MANAGER

Personal details

(a) Name

n/a

(b) Date of birth

(c) Contact address

(d) Telephone number and e-mail address

(e) Personal licence

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this operating plan are true to the best of my knowledge and belief.

Signature * (see note below)

Date

Capacity APPLICANT/AGENT (delete as appropriate).

Telephone number and email address of signatory

* **Data Protection Act 1998** The information on this form may be held on an electronic public register which may be available to members of the public on request.

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SCOTTISH BORDERS COUNCIL

23 AUG 2017

SCOTTISH BORDERS LICENSING BOARD

Licensing (Scotland) Act 2005, Section 29

LICENSING UNIT

APPLICATION FOR VARIATION OF PREMISES LICENCE

If you are completing this form by hand, please write legibly in block capitals using ink

Question 1

Please provide the name, address, postcode, date and place of birth, and contact telephone number of the current Licensee.

Kelso Golf Club
Golf Course Road
KELSO
TD5 7SL Tel. 01573 223175

Question 2

Please provide full name, address, postcode and *licence number of the premises (*if known)

Kelso Golf Club
Golf Course Road
KELSO
TD5 7SL SB/PREM/453

Question 3

Do you propose to vary any of the information contained in the operating plan contained in the licence application?

YES

Where the proposed variation affects the current operating plan, please submit an operating plan including the proposed variations.

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

Change On Sale Core Hours to terminate at 12 midnight Sunday to Wednesday and 1 a.m. on Thursday (Currently 11 p.m. Sunday to Wednesday and 12 midnight Thursday)
Change No to Yes in column 4 for Receptions etc., Club or other Group Meetings, Recorded Music, Indoor/outdoor sports, televised sports and Outdoor facilities .
Change the wording to more appropriately explain Yes in column 4.
At Question 5(f) Change the wording to be more appropriate as regards the removal of Members Club status.
At Question 6 Change the terms and conditions of Children and Young Persons access
At Question 8 include the details of the proposed Designated Premises Manager.

Question 4

Do you propose a variation to the layout plan contained in the licence? NO

Where the proposed variation affects the current layout plan, please submit 5 sets of plans showing the proposed new layout of the premises.

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

Question 5

Do you propose to vary any other information contained or referred to in the licence, including an addition, deletion or other modification? YES

(if YES, please give details of the proposed variation below) (continue on a separate sheet if necessary)

Remove the Members Club status afforded under terms of the Licensing (Scotland) Act 2005.

VARIATION TO SUBSTITUTE NEW PREMISES MANAGER

Question 6

Please provide details below of the name, address and personal licence number of the EXISTING Premises Manager.

Proposed Premises Manager

Name and telephone number

Date and place of birth

[Empty text box for date and place of birth]

Contact address, including postcode

[Empty text box for contact address]

Email address

[Empty text box for email address]

Personal licence

Date of issue	Name of Licensing Board issuing	Reference number of personal licence

Is the variation in respect of Question 6 to take effect during the application period? YES/NO*

If the answer to the above question is NO, please provide below the date from which the variation is to take effect.

[Empty text box for date of variation]

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT
If signing on behalf of the applicant please state in what capacity.

The contents of this Application are true to the best of my knowledge and belief.

Signature [Redacted] * (see note below)

Date *22-6-2017*

Capacity *VICE CAPTAIN* APPLICANT/AGENT (delete as appropriate)

Telephone number and email address of signatory [Redacted]

*** Data Protection Act 1998**
The information on this form may be held on an electronic public register which may be available to members of the public on request.

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN – SB/PREM/453

Kelso Golf Club, Golf Course Road, Kelso

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

(a) Will alcohol be sold for consumption solely ON the premises?	NO
(b) Will alcohol be sold for consumption solely OFF the premises?	NO
(c) Will alcohol be sold for consumption both ON and OFF the premises?	YES

*delete as appropriate

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
Monday	11.00 am	11.00 pm
Tuesday	11.00 am	11.00 pm
Wednesday	11.00 am	11.00 pm
Thursday	11.00 am	12 midnight
Friday	11.00 am	1.00 am
Saturday	11.00 am	1.00 am
Sunday	11.00 am	11.00 pm

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	11.00 am	10.00 pm
Tuesday	11.00 am	10.00 pm
Wednesday	11.00 am	10.00 pm
Thursday	11.00 am	10.00 pm
Friday	11.00 am	10.00 pm
Saturday	11.00 am	10.00 pm
Sunday	11.00 am	10.00 pm

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	YES
---	-----

*If YES – provide details

Christmas Eve, Christmas Day, Boxing Day, New Years Eve and New Years Day open until 1 am or within any Licensing Board Policy.

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 (a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	NO	N/A	N/A
Conference facilities	YES	YES	YES
Restaurant facilities	YES	YES	YES
Bar meals	YES	YES	YES
(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Receptions including weddings, birthdays, retirements etc. including funerals, retirements etc.	YES	YES	NO

<i>Club or other group meetings etc.</i>	YES	YES	NO
(c) Activity Entertainment including:	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music –see 5(g)</i>	YES	YES	NO
<i>Live performance – see 5(g)</i>	YES	YES	NO
<i>Dance facilities</i>	YES	YES	NO
<i>Theatre</i>	NO	NO	NO
<i>Films</i>	NO	NO	NO
<i>Gaming</i>	YES	YES	NO
<i>Indoor/outdoor sports</i>	YES	YES	NO
<i>Televised Sport</i>	YES	YES	NO
(d) Activity	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	YES	YES	NO
(e) Activity	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	NO	NO	NO

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

These activities may commence prior to core hours, but will not extend beyond.
The gaming machine is a Category B and is constantly supervised by bar staff.
No drinks will be served in or carried into the outside patio area after 10 pm on any day.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

Any other activities normally associated with a Members Golf Club and which comply with the Constitution and Rules of the Club. No activities will commence prior to 7 am or extend beyond core hours without an Occasional/Extended Hours Licence.

Membership – All Categories – approx -500

Members may introduce FOUR non-members at any one time for the purpose of being supplied with alcohol.

(g) Late night premises opening after 1.00am **N/A**

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	N/A
---	------------

When fully occupied, are there likely to be more customers standing than seated?	N/A
--	------------

**delete as appropriate*

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

(a) When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	YES
--	------------

**delete as appropriate*

(b) Where the answer to 6(a) is YES provide statement of the TERMS under which they will be allowed entry
--

Children and Young Persons are allowed access to the premises as Junior Members, or when involved in any golfing purpose. They would also be allowed access for the purpose of dining or attending a pre-arranged Members or Club Function.

Any time children or Young Persons are in attendance there must be adequate adult supervision.

(c) Provide statement regarding the AGES of children or young persons to be allowed entry
--

Children - 0 to 15 years.

Young Persons – 16 & 17 years.

(d) Provide statement regarding the TIMES during which children and young persons will be allowed entry
--

Children and Young Persons would be allowed access at any time for a golfing purpose or for the duration of any pre-arranged function they are attending.

(e) Provide statement regarding the PARTS of the premises to which children and young persons will be allowed entry
--

Children and Young Persons will be allowed access to all public areas of the premises, but are excluded from the immediate area of any bar counter.

NOTE:- For the avoidance of doubt a pre-arranged Members or Club Function is when the premises or a room in the premises is set aside for the function and entry is by invitation only and not available to others, children and young persons attending such a function would be restricted to the specific area.

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

200

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

(a) *Name*

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(b) *Date of birth*

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(c) *Contact address*

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(d) *Telephone number and e-mail address*

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(e) *Personal licence*

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this operating plan are true to the best of my knowledge and belief.

Signature : Donald Jack * (see note below)

Date : 13/02/2009

Capacity : Club Secretary - APPLICANT.

Telephone number and email address of signatory :

*** Data Protection Act 1998** *The information on this form may be held on an electronic public register which may be available to members of the public on request.*

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SCOTTISH BORDERS LICENSING BOARD

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

<i>(a) Will alcohol be sold for consumption solely ON the premises?</i>	NO
<i>(b) Will alcohol be sold for consumption solely OFF the premises?</i>	NO
<i>(c) Will alcohol be sold for consumption both ON and OFF the premises?</i>	YES

Question 2

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
<i>Monday</i>	11.00am	12 midnight
<i>Tuesday</i>	11.00am	12 midnight
<i>Wednesday</i>	11.00am	12 midnight
<i>Thursday</i>	11.00am	1.00 am
<i>Friday</i>	11.00am	1.00 am
<i>Saturday</i>	11.00am	1.00 am
<i>Sunday</i>	11.00am	12 midnight

Question 3

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	11.00am	10.00pm
Tuesday	11.00am	10.00pm
Wednesday	11.00am	10.00pm
Thursday	11.00am	10.00pm
Friday	11.00am	10.00pm
Saturday	11.00am	10.00pm
Sunday	11.00am	10.00pm

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	YES
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*If YES – provide details

Christmas Eve, Christmas Day, Boxing Day, New Years Eve and New Years Day open until 1 a.m. or within any other Licensing Board Policy.

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 (a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	N/A	N/A	N/A
Conference facilities	Yes	Yes	Yes
Restaurant facilities	Yes	Yes	Yes
Bar meals	Yes	Yes	Yes
(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Receptions including weddings, funerals, birthdays, retirements etc.	Yes	Yes	Yes

<i>Club or other group meetings etc.</i>	Yes	Yes	Yes
(c) Activity <i>Entertainment including:</i>	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music –see 5(g)</i>	Yes	Yes	Yes
<i>Live performance – see 5(g)</i>	Yes	Yes	No
<i>Dance facilities</i>	Yes	Yes	No
<i>Theatre</i>	No	No	No
<i>Films</i>	No	No	No
<i>Gaming</i>	Yes	Yes	No
<i>Indoor/outdoor sports</i>	Yes	Yes	Yes
<i>Televised sport</i>	Yes	Yes	Yes
(d) Activity	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>	Yes	Yes	No
(e) Activity	<i>Please confirm</i> YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Adult entertainment</i>	No	No	No

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

These activities may commence prior to Core Hours but will not extend beyond without the benefit of an extended hours application. The premises and facilities will generally be available for golfing purposes from the commencement of daylight hours, with the bar shuttered and not in use.

(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

The premises serve as the clubhouse for Kelso Golf Course and are primarily for the use of the Golf Club members however the facilities and services are available to non-members at the discretion of the management committee.

(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB? N/A

When fully occupied, are there likely to be more customers standing than seated? N/A

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

(a)	<i>When alcohol is being sold for consumption on the premises will children or young persons be allowed entry</i>	YES
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(b) *Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry*

Children accompanied by an appropriate adult will be allowed access when there for any sporting purpose, when dinning or when attending a pre-arranged private function.
Young persons for the same purposes but without the requirement of being accompanied by an adult.

(c) *Provide statement regarding the **AGES** of children or young persons to be allowed entry*

0 -- 15 yrs children
16 – 17yrs young person

(d) *Provide statement regarding the **TIMES** during which children and young persons will be allowed entry*

Children and Young Persons when there for any sporting purpose or when dinning will be allowed access until 10 p.m. and when attending a pre-arranged private function they would be allowed access for the duration of the function.

(e) *Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry*

All public areas

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

200

Question 8


PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence) **N/A**

Personal details


(a) Name

Kevin Hush


(b) Date of birth



(c) Contact address


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(d) Telephone number and e-mail address



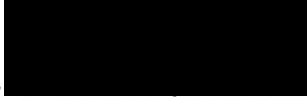
(e) Personal licence

Date of issue	Name of Licensing Board issuing	Reference no. of personal licence
22/08/2017	Scottish Borders	SB/LIQ/12515

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this operating plan are true to the best of my knowledge and belief.

Signature ..  * (see note below)

Date 22-6-2017

Capacity VICE CAPTAIN APPLICANT/AGENT (delete as appropriate).

Telephone number and email address of signatory 

*** Data Protection Act 1998** *The information on this form may be held on an electronic public register which may be available to members of the public on request.*