



Coventry City Council

Application for a 'Premises Licence' to be granted Under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

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

We Mr Alfred Robin Wood (Secretary) and Mr Warren Roy Williams

(Insert name(s) of applicant)

apply for a Premises Licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and We are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 - Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
Coundon Social Club Ltd Rear off 124 Shorncliffe Road Coundon Coventry West Midlands			
Post town	Coventry	Postcode	CV6 1GP

Telephone number at premises (if any)	02476 332038 Club
	02476 333251 Secretary
	President
Non-domestic rateable value of premises	£20250 BA Reference: IBA8207610810

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B) ←
 - ii. as a partnership please complete section (B)
 - iii. as an unincorporated association or please complete section (B)
 - iv. other (for example a statutory corporation) please complete section (B)
- c) v. a recognised club please complete section (B) ←
- d) a charity please complete section (B)
- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)

- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

We are carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; **Yes**
 or

I am making the application pursuant to a
 statutory function or
 a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable) **N/A**





Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable) N/A

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/> Please tick yes	
Current postal address if different from premises address					
Post town					
Daytime contact telephone number					
E-mail address (optional)					

➔ (B) OTHER APPLICANTS

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

Name(s) Mr Alfred Robin Wood and Mr Warren Roy Williams <i>Both Officers of Coundon Social Club Ltd</i> Club Secretary President	
Address  	
Registered number (where applicable) No 13098 RW Industrial & Provident Society Acts	
Description of applicant (for example, partnership, company , unincorporated association etc.) Both above named applicants are Officers of Coundon Social Club Ltd and acting on: 1) Behalf of club committee and membership 2) Guidance in correspondence (<i>April 2015</i>) supplied by Susan Moore (<i>Senior Licensing Officer</i>). The club is affiliated to the Club and Institute Union (C.I.U) Coundon Club currently hold a – Club Premises Certificate LN/206000001	
Telephone number (if any) Club Office 02476 332018 Secretary (Home contact)  Mobile 	
E-mail address (optional) coundonsocialclub@btconnect.com	

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
01	07	2015

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

DD	MM	YYYY
1	1	1

Please give a general description of the premises (please read guidance note 1)

Premises location:

North West Coundon - Adjacent to Coundon Wedge land – Post Code CV61GP.
Private Residential housing only to one side of the club being Shorncliffe Road *Ref: Map*
Vehicular access via clubs private drive from Kingsbury Road.
Pedestrian Access available through passageway from Shorncliffe Road.

Main Buildings:

Zone A - Primarily for Club members

Social Lounge 'Snug' (Seating capacity approx. 25) - Reading room: Meetings or cluster groups

Senior Citizens (*who want peace and quiet*) - Popular for: Poker school players

Club Games Room Bar (Seating capacity 70)

Qualifying Gaming – Snooker: Pool: Bagatelle: Darts: Snooker: Indoor Flat Bowls: Darts; Dominos:

Zone B

Large Discrete Concert room: (*Seating capacity approx. 200*)

- Members weekly activities: - Auction: Bingo: Entertainment (Tribute/Artistes):
- Funerals, Weddings, Christenings, Family gatherings etc...

Wedge Lounge & Function room (*Seating capacity approx. 80*)

- Conveniently adjacent to outside Patio region (*Summer time*)
- Popular for smaller functions:- Funerals: Celebrations: Community meetings; Seminars Promotion
- Used when County Bowls teams compete:

Outside Communal space:- *Reference outside Land & Amenities Map*

1. Horticultural/Allotments (35+) exclusive to members:
2. Two 'Crown Bowls Greens' – Home team players must be members of the club.
'Upper green' hosts a self-contained pavilion.
3. Patio with adjacent Children's grassed play area
4. More than adequate sized car park to side and rear of premises

Supplementary Statements

We apply for a greater flexibility in opening hours throughout the day that better cater for:-

- Crown Green Bowling (Social & Competitive) on both greens (Mornings afternoon & evening).
- Two Club football teams return after matches especially the youth team who wish to 'talk tactics etc...
- Hockey – Adults and youth (After-match discussions/tactics).
- Car Boot sales (Saturday early mornings).
- Auctions and promotions etc...
- Social Entertainment

Clarification:

- Patio region is fenced and accessed from main premises and considered integral to main premises. Thus customers/members/guests/team players to consume (alcohol) thereon.
- Both Crown Bowling Green's we class as 'incorporated premises', again being fenced-off. Members/competitors/players and spectators, thereby again consume alcohol there within.

Management submit amendments for OPERATING SCHEDULES (Regulated Entertainment Box's A to J)

Managements ethos is to diversify and cater for, Change in Social 'Behaviour' & New Business Initiatives

Equally it's essential that we compete in the market place and adapt to:-

- changing Market trends, & Social patterns,
- accommodate Local Community, and Business Enterprises better.
- provide & promote Entertainment that caters for a more diverse clientele.

Additional holders of a 'Personal Licence

Dale Jones Bar Manager

Jules Crowther Committee - Entertainment Sub-Section

Club membership guidance notes:

- o The current club rules embracing Industrial & Provident Societies Act will remain for members as they are shareholders of the club premises.
- o The Games Room Bar will remain primarily as a 'Members only room'.
None-members wishing to use the Games Room Bar either as a visitor or guest will need to be signed-in, (in accordance with club rules).
Signing-in Log/Book will be kept at Games room bar and supervised by Duty Bar Manager.
- o Children **MUST** be kept under control and/or supervision **AT ALL TIMES** while on premises

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

N/A

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

- | Provision of regulated entertainment | Please tick any that apply |
|---|----------------------------|
| a) plays (if ticking yes, fill in box A) | ✓ |
| b) films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | ✓ |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | ✓ |
| f) recorded music (if ticking yes, fill in box F) | ✓ |
| g) performances of dance (if ticking yes, fill in box G) | ✓ |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/> |

Provision of late night refreshment (if ticking yes, fill in box I)

YES

Supply of alcohol (if ticking yes, fill in box J)

YES:

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 6)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	19.00	00.00	Please give further details here (please read guidance note 3) Provision of Stage managed productions Rehearsals: Dramas: Pantomimes etc... Children's: Presentations Uses by local school etc...		
Tue	19.00	00.00			
Wed	19.00	00.00	State any seasonal variations for performing plays (please read guidance note 4)		
Thur	19.00	00.00			
Fri	19.00	01.00	Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	19.00	01.00			
Sun	19.00	00.00			

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)		Indoors <input type="checkbox"/>	
					Outdoors <input type="checkbox"/>	
					Both <input type="checkbox"/>	
Day	Start	Finish	Please give further details here (please read guidance note 3)			
Mon						
Tue						
Wed			State any seasonal variations for the exhibition of films (please read guidance note 4)			
Thur						
Fri						
			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)			
Sat						
Sun						

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3)
Day	Start	Finish	
Mon	08.00	00.00	1. Martial Arts Adult and Youth training (Art of self-defence) – Male, Female & Juniors Instruction/Tuition/ Belt grading; Competitions 2. Indoor Bowls (Flat mat) League teams & Social Enjoyment 3. Usual Social indoor club 'Qualifying Activities'.
Tue	08.00	00.00	
Wed	08.00	00.00	
Thur	08.00	00.00	<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4) N/A <u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Fri	08.00	00.00	
Sat	08.00	00.00	
Sun	08.00	00.00	

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both <input type="checkbox"/>			
Mon			<u>Please give further details here</u> (please read guidance note 3)			
Tue						
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)			
Thur						
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Sat						
Sun						

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Location: Concert room: Wedge Lounge Bar: Games Room Bar Type of Entertainment: <ul style="list-style-type: none"> ▪ Solo singers, Duo's, Groups and Tribute Shows/Presentations. ▪ Sheltered residents 55+ (Dance and quiz/concerts etc....) ▪ Agents & Artist promotion show cases ▪ Tea Dances (Senior Citizens) ▪ Children's parties ▪ Slimming World – Keep Fit - Assessment and routines etc... Amplification level - controlled. Main concert room has no walls linking to the outside		
Mon	11.00	00.00			
Tue	11.00	00.00			
Wed	11.00	00.00	State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur	11.00	00.00			
Fri	11.00	01.30 Sat ☉	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat	11.00	01.30 Sun ☉	BANK HOLIDAY OR STATUTORY DAYS (National/Royal governance) <ul style="list-style-type: none"> ▪ New Year's Day/eve } Extension up to 02.00 the next day ▪ Saints Days } Extension up to 02.00 the next day ▪ Public and/or Royal holidays } Extension up to 02.00 the next day ▪ Fund raising } Extension up to 02.00 the next day Charitable – Local and Regional		
Sun	11.00	23.30	Special Charity Events – Fund Raising for local causes e.g., SKA (Soup) Speciality Tribute event <i>Such events may be hosted up to 2 times per year</i> <ul style="list-style-type: none"> ▪ Homeless ▪ Cancer – Treatment – Research – Hospital equipment ▪ Young People's (Children) - Special treatment – Hospice Equipment ▪ 'Elderly & Lonely' – Community Support – Food packages (at Christmas etc...) ☉ For above events we request extension be granted for up to 02.00hrs		

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2) Recorded music is taken as ‘Disco-Tec’ presentation With membership and/or audience participation	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Location: Concert room: Wedge Lounge: Games Room Bar Karaoke/Disco - vocals - dancing Primarily for the enjoyment of being entertained with opportunity for dance. Disco-Tech support may be used at the, Start: During mid-session interval: and end of Live Music to support the evening’s package of entertainment. As in Section E – Live Music Amplification is controlled.		
	11.00	00.00	State any seasonal variations for the playing of recorded music (please read guidance note 4) N/A		
Tue	11.00	00.00			
Wed	11.00	00.00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Thur	11.00	00.00			
Fri	11.00	01.30 Sat ☉	BANK HOLIDAY OR STATUTORY DAYS (National/Royal governance) <ul style="list-style-type: none"> ▪ New Year’s Day/eve } Extension up to 02.00 the next day ▪ Saints Days } Extension up to 02.00 the next day ▪ Public and/or Royal holidays } Extension up to 02.00 the next day ▪ Fund raising } Extension up to 02.00 the next day Charitable – Local and Regional		
Sat	11.00	01.30 Sun ☉			
Sun	11.00	23.30			
			Special Charity Events – Fund Raising for local causes e.g., SKA (Soup) Speciality Tribute event <i>Such events may be hosted up to 2 times per year</i> <ul style="list-style-type: none"> ▪ Homeless ▪ Cancer – Treatment – Research – Hospital equipment ▪ Young People’s (Children) - Special treatment – Hospice Equipment ▪ ‘Elderly & Lonely’ – Community Support – Food packages (at Christmas etc...) ☉ For above events we request extension be granted for up to 02.00hrs		

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Tuition lessons, Practice sessions, and Social Dances (Adult/Children) Irish Ball Room – Sequence Latin, Salsa, Jive, Tap Line dancing etc...		
Mon	11.00	00.00			
Tue	11.00	00.00			
Wed	11.00	00.00			
Thur	11.00	00.00			
Fri	11.00	01.30 Sat			
Sat	11.00	01.30 Sun			
Sun	11.00	23.30			
			State any seasonal variations for the performance of dance (please read guidance note 4) N/A		
			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 5)		

H

N/A

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			Please give further details here (please read guidance note 3)		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Fri					
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sun					

Late night refreshment Standard days and timings (please read guidance note 6) Hot Food after 22.00 hrs			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Provision being for the supply of: Hot and Cold 'snacks' by 'Kitchen' Proprietor or Bar Manager.		
Mon	19.00	00.00			
Tue	19.00	00.00	<ul style="list-style-type: none"> ○ Indoors (Eat in-house) or Takeout home. ○ Provision of 'Buffet style food' for Functions or after competitive sporting events. ○ 'Out of house' caterers for Weddings and Celebrations etc... ○ Barbeque – Patio adjacent to Wedge Lounge. (<i>Summer Time only</i>). ○ Bowls, Football sections - Presentations 		
Wed	19.00	00.00			
Thur	19.00	00.00	State any seasonal variations for the provision of late night refreshment (please read guidance note 4)		
Fri	19.00	00.00			
Sat	19.00	00.00	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 5)		
Sun	19.00	00.00			
			Special Charity Events – Fund Raising for local causes e.g., SKA (Soup) Speciality Tribute event <i>Such events may be hosted up to 2 times per year</i> <ul style="list-style-type: none"> ▪ Homeless ▪ Cancer – Treatment – Research – Hospital equipment ▪ Young People's (Children) - Special treatment – Hospice Equipment ▪ 'Elderly & Lonely' – Community Support <ul style="list-style-type: none"> – Food packages (at Christmas etc...) – 'Special cases - Comfort & Support' etc... ☉ For above events we request extension be granted for up to 02.00hrs		

J

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 4) None		
Mon	11.00	00.00			
Tue	11.00	00.00			
Wed	11.00	00.00			
Thur	11.00	00.00	<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Fri	11.00	01.00 Sat ☉	Note for: Special Charity Events – Fund Raising for local causes <i>Such events may be hosted up to 2 times per year</i> <ul style="list-style-type: none"> ▪ Homeless ▪ Cancer – Treatment – Research – Hospital equipment ▪ Young People's (Children) - Special treatment – Hospice Equipment ▪ 'Elderly & Lonely' – Community Support <ul style="list-style-type: none"> – Food packages (at Christmas etc...) – 'Special cases - Comfort & Support' etc... ☉ For above events we request extension be granted for up to 02.00hrs ** Earlier opening would be desired for 'Car Boot' on Saturday mornings.		
Sat	10.30**	01.00 Sun ☉			
Sun	11.00	23.30 ☉			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

Name	<p>Secretary Acting on behalf of the Committee and membership</p> <hr/> <hr/> <hr/> <hr/>
<p style="text-align: right;">n - Broadgate House, Broadgate, Coventry, CV1 1NH</p>	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (Please read guidance note 8).

We will have a policy that 'Children Remain Under Control of their parents/guardians' at ALL TIMES.

No person under the age of 18 to participate in club 'Bingo' or any other activity solely for the purpose of winning a monetary prize.

1. Ladies and/or Gents 'Speciality Evenings'
(Such shows and presentations would be for **ADULT ONLY** and by ticket invitation only.)
2. Comedy shows - Theme/Tribute/Speciality Acts/Artistes
(Children must be accompanied by an adult/guardian)
Show material is generally previewed for suitability through Entertainment Agencies or Regional Entertainment Councils.
3. General Club Quiz (General knowledge)
Children between the ages of 12 and 18 are encouraged to take an active part
4. Club Games
Pool, Darts, Dominos, and Cards etc...
Children above 10 years are encouraged to play and improve their numeric skills.
They come under the control and guidance of parents/guardians.

Snooker, - Must be 16yrs or above (*and accompanied by an adult*).
5. Amusement and Gaming Machines.
A policy exists where **NO PERSON** under the age of 18 will play Gambling Machines that pay-out cash.
However, children may play Amusement and/or Quiz type machines which have an 'Educational Value'.

Any activity that could be construed as 'Gambling' or have an element monetary gain is **PROHIBITIVE**

L

Hours premises 'may' be open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)
Day	Start	Finish	<p>Generally: The 'Public' will be (<i>allowed or invited</i>) to enter the premises out of Licensable hours (<i>i.e., when bar is NOT open</i>) at the discretion of the Management Committee. For example, to bring items in for Auctions, Promotions, Seminars, 'Yellow Page' distribution, Set equipment up, Carryout maintenance/repairs, Undertake Authorities Visits etc...</p> <p>Premises are currently and will continue to be used for: Training sessions; Conferences; Seminars; Promotions; Auctions; Public & Business organisation Meetings/Distributions: Community activities: Government Poling station: Trade Union Branch meetings Local District Resident meetings etc...</p> <p>Coundon Social Club currently does not DIRECTLY support any other business activity. Its main <u>existence and usage</u> is to provide a Social 'Umbrella' where local community, members and visitors may interact by <u>Socialising and Companionship with games & sporting availability.</u></p> <p>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 5)</p> <p>Special Charity Events As in BOX J ⊙ For above events we request extension be granted for up to 02.00hrs</p>
Mon	08.00	00.00	
Tue	08.00	00.00	
Wed	08.00	00.00	
Thur	08.00	00.00	
Fri	8.00	01.00 Sat ⊙	
Sat	08.00	01.00 Sun ⊙	
Sun	08.30	00.00	

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

All 4 licensing objectives(a,b,c,d) should fundamentally be aims of priority by the Officers and committee to ensure that it's '**operational business plan**' develops, promotes, implements and appraises '**GOOD SOCIAL POLICY**' that produces, order, discipline and regime within not only the committee but the membership and users of the venue.

- Clear and precise instructions with guidance
- Notices with clear and no-ambiguous guidelines
- Involvement of members to act as 'trouble shooters'
- A Management team that will implement quick action, where and when needed.

b) The prevention of crime and disorder

- Door entry system CCTV with playback and recall.
- Make sure that Gaming Machines, Vending machines and Monetary tills are adequately protected, secured and located in a visible safe location.
- **NO TOLERANCE** regime towards abusive or foul language while on premises

Have a policy whereby employees and Staff refuse to supply alcohol to people who:

1. are abusive, disrespectful and/or boisterous
2. cannot prove age (If required to do so)
3. have had too much to drink and is thought to be of the opinion 'drunk'
4. are acting with behaviour patterns (Suggesting possibly under influence of 'drug taking')
5. dress unacceptably (Soiled/Ragged/Tatty/Shabby or insufficient etc...)

c) Public safety

Implements procedures and practises that enhance '**Socialising**' for its members and clientele
Procedures such as:

- A **Food and Hygiene** regime to maintain acceptable standards
- Generate a **Socialising Environment** – Policies – Procedures - Practices – Training/Induction
- No Smoking policy - rigidly enforced
- **Welfare** of 'Young people – Anti social behaviour – Parental responsibility/controls
- Employees – **Training/Updating/Customer awareness** – Procedures & Policy
- Safety - Personal injury (Procedure & Recording of accidents)
- Premises - Fire risk - **Evacuation policy** (Practice & Procedure - First Aid
 - Emergency **Lighting & Evacuation Signs** – Policy & Procedure implementation
 - Cleanliness – (Health and Safety procedures – Compliance - Local Authorities
 - **Risk Assessment** - Procedure - 'Annual Report Assessment'

d) The prevention of public nuisance

Environmental Noise and Disturbance

Signage at main exit doors – *Think about the neighbours*

Adequate outside lighting to illuminate walkways

Control noise and monitor any noise that is generated from within the club

Encourage people when going outside to have a 'smoke' to use the **designated regions**

Have practises that monitor and encourage **GOOD FRIENDLY RELATIONS** with neighbouring residents.

Restrict - Children from playing out in 'play area' after in play area 22.00 hrs

e) The protection of children from harm

Encourage children to remain within sight of their parents/guardians and notify them when they go outside.
Management/Staff will monitor any likely Potential Underage Drinking or Activities that may be deemed to be **NOT IN THE INTERSTS** of child safety and take appropriate action as and when deemed necessary.
If a child feels: - insecure, threatened, bullied or intimidated, we encourage them to report it to Duty Staff
'Our Youth Educational Ethos' is to encourage children to:-

- **Mature and learn** about socialising – Respect authority and comply with rules/regulations etc...
- **Act responsibly** and behave as young adults and avoid undertaking nocuous activities.
- **Be sensible** and 'think about their elders'.
- **Refrain from** leaving rubbish where they sit – Promote a clean environment for others to follow.
- **Have consideration** for those who are disabled, frail, partial sighted etc...
- **Come forward** and report any concerns they may see or experience
- **Report to Committee** should people use 'unacceptable, inflammatory or confrontational language.
- **Become responsible**; be considerate and caring towards other children and their elders.

Checklist:


Please tick to indicate agreement

- We have made or enclosed payment of the fee. When handing in Application ✓
- We have enclosed the plan of the premises. Both Site and Premises (Buildings) ✓
- We have sent copies of this application and the plan to responsible authorities and others where applicable. ✓
- We have enclosed the consent form completed by the individual that is declared the designated premises supervisor, if applicable. ✓
- We understand that this application must now advertise. ✓
- We understand that if I do not comply with the above requirements this application will be rejected. We request 'Clarification/Consultation' before a rejection ✓


IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.

Part 4 – Signatures (please read guidance note 10)

**Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 11).
If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	11 th May 2015
Capacity	Club Secretary Alfred Robin Wood


For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	11 th May 2015
Capacity	President Warren Roy Williams

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)

All Correspondence relating to this application should be addressed:

F.A.O. **Mr Alfred Robin Wood** Club Secretary
Coundon Social Club Ltd
 Rear of 124 – 126 Shorncliffe Road
 Coundon
 Coventry
 West Midlands

Post town	Coventry	Postcode	CV61GP
Telephone number (if any)	Mobile:		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) coundonsocialclub@btconnect.com			

Coundon Social Club Plans of Premises/Buildings

Ref: Guidance Notes

Shown

(1) **Architectural Plan** - Facilitating layout of amenities and locations etc... Scale 1:100

- | | |
|---|---|
| a) Boundaries of Internal; and External Walls | ✓ |
| b) Location of points of Access and Escape routes | ✓ |
| c) N/A | - |
| d) Designation:- Zones A Members Zone B Public & Members | ✓ |
| e) Existing/current Licence is for the 'Whole Premises' | ✓ |
| f) Plan clearly identifies and locates different Facilities/ Structures | ✓ |
| g) Stage & Raised seating regions clearly identified | ✓ |
| h) Location of any steps/stairs/split levels | ✓ |
| i) Public/Members toilets Ladies, Gents, Disabled | ✓ |
| j) Location and type of FIRE Safety equipment
Identifies – Fire Extinguishers- Alarm Bells - Activation Button | ✓ |
| k) Kitchen (Snack Bar)
Duel facilities:
Ladies & Gents Toilets: Smoking Regions: Patio Region | ✓ |
| • Stewards Flat (self-contained) - Located across the top of the Plan behind the raised concert room floor. | |
| • 'Cellar' Commodity store underneath Stewards flat. | |

Outline Schematic 'Site Plan' Outside Facilities.

- 1) Boundary shown by BOLD BLACK line
- 2) Horticultural/Allotments plots
- 3) Upper and lower Bowls Greens
- 4) Club Premises as a BLOCK Reference Architectural Plan for detail
- 5) Vehicular Drive to Car park
- 6) Children's Play Area
- 7) Car Park
- 8) Ingress to and from **Coundon Wedge** - Fields/Spinney and Dog Walks
- 9) Patio Region
- 10) Bowls pavilion and Machinery/Store

Consent of individual to being specified as premises supervisor

Mr Alfred Robin Wood

I
[full name of prospective premises supervisor]

of



.....
[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

Premises Licence

.....
[type of application]

by

Coundon Social Club Ltd Members and Management Committee

.....
[name of applicant]

relating to a premises licence

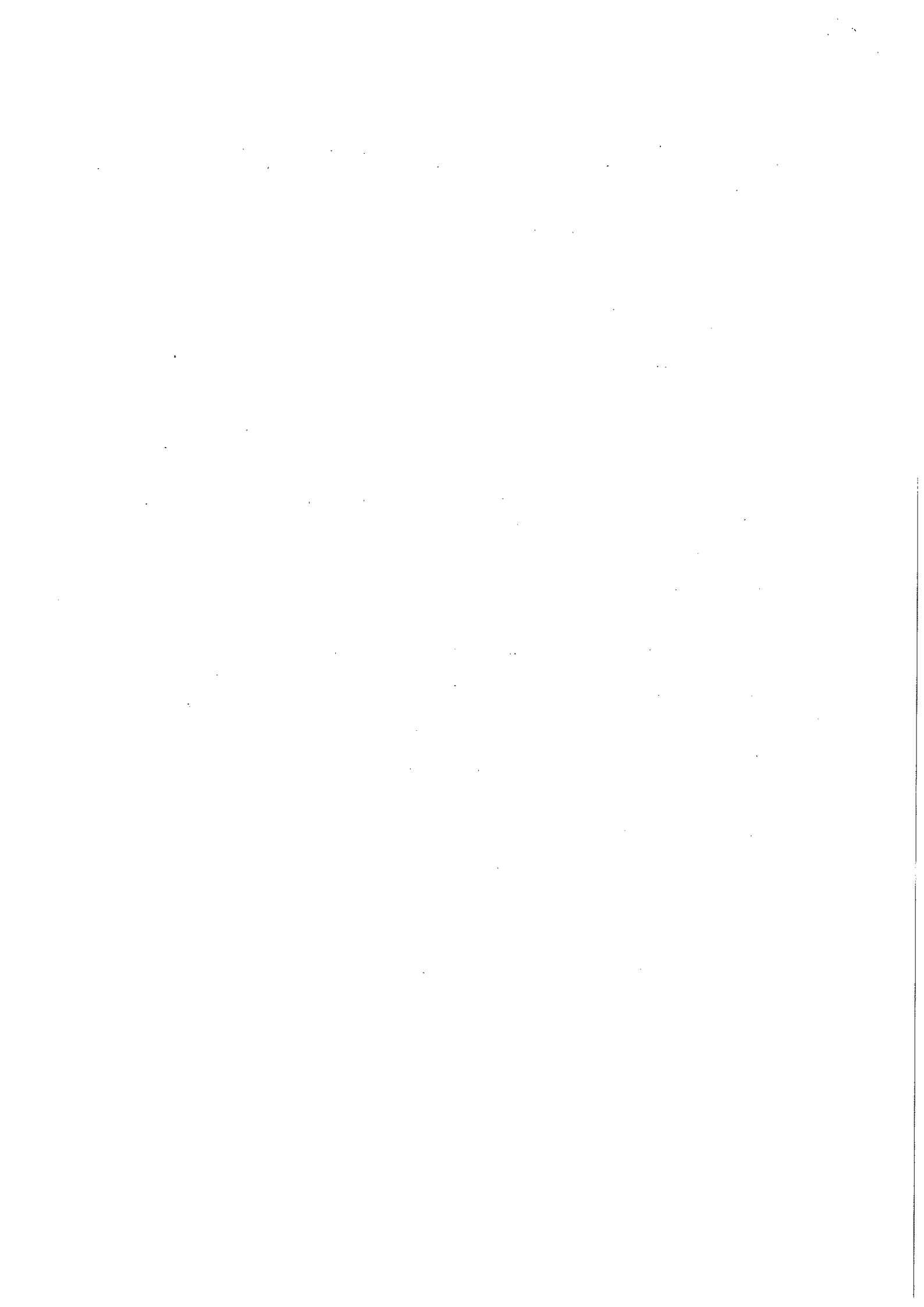
Yey to be granted

.....
[number of existing licence, if any]

for

Coundon Social Club Ltd
Rear of Shorncliffe Road
Coundon
Coventry
CV61GP

.....
[name and address of premises to which the application relates]



and any premises licence to be granted or varied in respect of this application made by

Coundon Social Club Ltd

[name of applicant]

concerning the supply of alcohol at

Coundon Social Club Ltd
Rear of 126 Shornccliffe Road
Coundon
Coventry
West Midlands
CV61GP

[name and address of premises to which application relates]

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

Hold a Personal Licence No CV207000679 Expires 26/10/2017

[insert personal licence number, if any]

Personal licence issuing authority

Coventry Licensing Team

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name (please print)

Alfred Robin Wood

Date

11th May 2015

