

Licensing Authority:

APPENDIX 1

Ref:

### Application to vary a Premises Licence 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.

Use the blank page at the end of the form to provide further details if necessary.

When it is complete you can submit the form directly to us - click on the Submit Form button.

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

For help information about filling in this type of electronic form, click on the help information button.

I/We Kelli Newman being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Maidstone Borough Council

[Click here for licence lookup](#)

Premises licence number

21/00337/LAPRE

#### Part 1 - Premises Details

Postal address of premises or, if none, ordnance survey map reference or description

17 High Street  
Headcorn  
Kent  
TN27 9NH

Post code

Telephone number at premises (if any)

Non-domestic rateable value of premises

£ 5400

#### Part 2 - Applicant Details

Title

Mrs

Surname

Newman

Firstnames

Kelli

Daytime contact telephone number

Email address  
(optional)

Current postal  
address  
if different from  
premises address

Post Town

Postcode

**Part 3 - Variation**

Do you want the proposed variation to have effect as soon as possible?

Yes

If not do you want the variation to take effect from

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

**Please describe briefly the nature of the proposed variation (Please see guidance note 1)**

I would like to apply to extend the premises of which we are allowed to sell alcohol. We have recently been granted a pavement licence, which I am aware means I can use for outside use until September 30th 2021. I would like to have the licence extended past this period so that we can sell open vessels of alcohol for customers to drink at our designated tables.

In addition to this we also have a garden area to the rear which we would also like to extend. We would like to be able to push the fence back and utilise more of the outside space.

We would like to extend hours for selling alcohol to the following

Mon 12pm - 11pm  
Tues 12pm - 11pm  
Wed 12pm - 11pm  
Thurs 12pm - 11pm  
Fri 12pm - 11pm  
Sat 12pm - 11pm  
Sun 12pm - 10.30pm

The change of hours will also apply in some cases to performance of live music and also playing recorded music.

**Part 4 - Operating Schedule**

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

**Provision of regulated entertainment**

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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

**Sale by retail of alcohol** (if ticking yes, fill in box J)

**In all cases complete boxes K, L and M**

To complete this part, choose this option on Page 4

## A

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of a play take place indoors or outdoors or both - please make selection with an "x" (please read guidance note 2).</b>	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 3)	Both	
Tue					
Wed			<b>State any seasonal variations for performing plays</b> (please read guidance note 4)		
Thur					
Fri			<b>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)</b>		
Sat					
Sun					

## B

<b>Films</b> Standard days and timings (please read guidance note 6)			<b>Will the exhibition of films take place indoors or outdoors or both - please make selection with an "x" (please read guidance note 2).</b>	Indoors	
Day	Start	Finish		Outdoors	
Mon			<b>Please give further details here</b> (please read guidance note 3)	Both	
Tue					
Wed			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4)		
Thur					
Fri			<b>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)</b>		
Sat					
Sun					

To complete this part, choose this option on Page 4

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b>Please give further details</b> (please read guidance note 3)  <b>State any seasonal variations for indoor sporting events</b> (please read guidance note 4)  <b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 5)</b>
Day	Start	Finish	
Mon			
Tue			
Wed			
Thur			
Fri			
Sat			
Sun			

## D

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



To complete this part, choose this option on Page 4

## E

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place</b> <u>indoors or outdoors</u> or both - please make selection with an "x" (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
			Both		X
Mon	12:00	23:00	<u>Please give further details here</u> (please read guidance note 3)		
Tue	12:00	23:00			
Wed	12:00	23:00	<u>State any seasonal variations for performance of live music</u> (please read guidance note 4)		
Thur	12:00	23:00			
Fri	12:00	23:00	<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	12:00	23:00			
Sun	12:00	22:30			

## F

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place</b> <u>indoors or outdoors</u> or both - please make selection with an "x" (please read guidance note 2).	Indoors	
Day	Start	Finish		Outdoors	
			Both		X
Mon	12:00	23:00	<u>Please give further details here</u> (please read guidance note 3)		
Tue	12:00	23:00			
Wed	12:00	23:00	<u>State any seasonal variations for playing recorded music</u> (please read guidance note 4)		
Thur	12:00	23:00			
Fri	12:00	23:00	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	12:00	23:00			
Sun	12:00	22:30			

To complete this part, choose this option on Page 4

## G

Performance of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both - please make selection with an "x" (please read guidance note 2).</u>	Indoors	
Day	Start	Finish		Outdoors	
Mon			<u>Please give further details here</u> (please read guidance note 3)	Both	
Tue					
Wed				<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)	
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)</u>		
Sat					
Sun					

## H

<u>Anything of a similar description to that falling within (e), (f) or (g)</u> Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment take place indoors or outdoors or both - please make selection with an "x" (please read guidance note 2).</u>	Indoors	
Mon				<u>Please give further details here</u> (please read guidance note 3)	Outdoors
Tue			Both		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for 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)</u>		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment be <u>indoors or outdoors or both - please make selection with an "x" (please read guidance note 2).</u>	Indoors	
Day	Start	Finish		Outdoors	
Mon	12:00	23:00	Please give further details here (please read guidance note 3)  <b>We would like to be able to offer occasional later nights to our customers.</b>	Both	X
Tue	12:00	23:00			
Wed	12:00	23:00	State any seasonal variations for provision of late night refreshment (please read guidance note 4)  <b>If variation to licence is granted, we will not need any further hours granted.</b>		
Thur	12:00	23:00			
Fri	12:00	23:00	Non standard timings. Where you intend to use the premises for the provision of <u>late night refreshment at different times to those listed in the column on the left, please list (please read guidance note 5)</u>  <b>If variation to licence is granted, we will not need any further hours granted.</b>		
Sat	12:00	23:00			
Sun	12:00	22:30			



## J

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption please make selection with an "x" (please read guidance note 7).	On the premises	X
Day	Start	Finish		Off the premises	
Mon	12:00	23:00		Both	
Tue	12:00	23:00	<b>State any proposed seasonal variations for the</b> supply of alcohol (please read guidance note 4)  <b>If variation to licence is granted, we will not need any further hours granted.</b>		
Wed	12:00	23:00			
Thur	12:00	23:00			
Fri	12:00	23:00			
Sat	12:00	23:00	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 5)</b>  <b>If variation to licence is granted, we will not need any further hours granted.</b>		
Sun	12:00	23:00			

## 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)

None

## L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<b>State any seasonal variations</b> (please read guidance note 4)  <b>If variation to licence is granted, we will not need any further hours granted.</b>	
Day	Start	Finish		
Mon	12:00	23:00		
Tue	12:00	23:00		

**L**

Wed	12:00	23:00	<p><b>Non standard timings. Where you intend to use the premises to be open to the public at different times to those listed in the column on the left, please list (please read guidance note 5)</b></p> <p style="text-align: center;">None</p>
Thur	12:00	23:00	
Fri	12:00	23:00	
Sat	12:00	23:00	
Sun	12:00	22:30	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

**Timings to be altered to provide additional time in the evenings.**

This time will be for selling alcohol and soft drinks, as well as the performance on occasion of live music or recorded music.

*Please make selection with an "x"*

I will enclose the premises licence with the declaration

I will enclose the relevant part of the premises licence with the declaration

Neither of above

If checking this box please fill in reasons for not sending the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

**M** Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

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

In addition to the licensing objectives and always acting with due diligence, we see the below as our responsibilities as taking on the serious responsibility of serving alcohol to the public.

**b) The prevention of crime and disorder**

Earlier closing times means restricted hours of drinking. Not serving any person we believe to be drunk and disorderly. Age limit posters to be put up in premises and caution to be taken when serving anybody. Making sure I.D. is asked for whenever any doubt. We have an anti-drug policy.

It should be noted that we are not hoping at this stage to make any alterations to our opening hours apart from Sunday to be open if we have the footfall for it.

**c) Public safety**

Again, being aware of our customers state at all times. Making sure drunk and disorderly behaviour is not created from our ignorance. All bottles, cans and glasses will be removed as soon as empty to remove hazards. No opened bottles or glasses to be taken off the premises. Violence will not be tolerated. Police will be contacted to report if necessary.

Additional CCTV will be added to the garden area to make sure we have all areas covered.

**d) The prevention of public nuisance**

Advising customers to be respectful of neighbours etc when leaving the premises. Doors and windows will be kept closed when regulated entertainment is taking place. Staff will clear any litter outside the premises daily to a distance of 3 metres. Noise levels will be checked and regulated to make sure no noise nuisance.

**e) The protection of children from harm**

Advising parents to be responsible for their children at all times, if we feel the child is unsupervised then dealing with the responsible adult in an appropriate way. A clear policy to outline if children are on the premises with a responsible adult the expectations, including supervision. Removing empty glasses to minimise opportunities for children to access left over alcohol.

We have a no children after 5.30pm policy.

Please make selection with an "x"

- I have made or enclosed payment of the fee
- I have enclosed the plan of the premises
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable
- I understand that I must now advertise my application
- I understand that if I do not comply with the above requirements my application will be rejected

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

**Part 5 - Declaration** (please read guidance note 10)

**Confirmation of applicant or applicant's solicitor or other duly authorised agent.** (See guidance note 11) **If confirming on behalf of the applicant please state in what capacity.**

Confirmation

Name  Date

Capacity

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

Confirmation

Name  Date

Capacity

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

Name

Address

Post Town

Postcode

Telephone number (if any)

If you would prefer us to correspond with you by e-mail your e-mail address (optional)

**For Official Use Only**

Form Filename:

Submission Ref:

Applicant Name: **Kelli Newman/**

Date Submitted:



Use this page if there is any other information that you think we should know about. Information entered on this page will be sent to us, along with the data on the rest of the form when you use the "Submit" option.

Our outside area being extended is in an effort to keep our customers safe in these difficult times. We have a small area that we can allow people to use, but would like to be able to offer further space in the coming months. Our aim would be to make the area comfortable in Summer and Winter months with heaters and overhead cover.

The extension of hours would be in the interest of any events we will be doing. This will by no means be a change to our usual opening hours.

The bar has been a welcome addition to the village for many residents old and new.