



Licensing Act 2003 - Premises Licence

Licence No: 094275

Date Issued: 9 February 2018

Part 1 - Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Silsden Town Hall

Kirkgate, Silsden, Keighley, West Yorkshire, BD20 0AJ

WHERE THE LICENCE IS TIME LIMITED THE DATES

Not applicable

DATE FIRST GRANTED - ANNUAL FEE DATE

Licensing Act 2003 Fees Regulations 2005

4 October 2005

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

An Indoor Sporting Event
A Performance of Live Music
Any Playing of Recorded Music
A Performance of Dance

THE TIMES THE LICENCE AUTHORISES THE CARRYING OUT OF LICENSABLE ACTIVITIES

An Indoor Sporting Event Indoors	Mon 10:00-02:00
	Tue 10:00-02:00
	Wed 10:00-02:00
	Thu 10:00-02:00
	Fri 10:00-02:00
	Sat 10:00-23:45
	Sun 10:00-22:30
A Performance of Live Music Indoors	Mon 10:00-02:00
	Tue 10:00-02:00
	Wed 10:00-02:00
	Thu 10:00-02:00
	Fri 10:00-02:00
	Sat 10:00-23:45
	Sun 10:00-22:30

Any Playing of Recorded Music Indoors	Mon 10:00-02:00 Tue 10:00-02:00 Wed 10:00-02:00 Thu 10:00-02:00 Fri 10:00-02:00 Sat 10:00-23:45 Sun 10:00-22:30
A Performance of Dance Indoors	Mon 10:00-02:00 Tue 10:00-02:00 Wed 10:00-02:00 Thu 10:00-02:00 Fri 10:00-02:00 Sat 10:00-23:45 Sun 10:00-22:30

THE OPENING HOURS OF THE PREMISES

No restrictions

WHERE THE LICENCE AUTHORISES SUPPLY OF ALCOHOL WHETHER THIS IS ON AND/OR OFF SUPPLIES

N/A

Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Friends of Silsden Town Hall
Silsden Town Hall, Kirkgate, Silsden, BD20 0AJ

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

N/A

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence Number: N/A

Issued By:

ANNEXES

Annex 1 – Mandatory Conditions

Not applicable

Embedded Conditions

1. No disorderly or indecent conduct of any kind shall be allowed to take place in the said premises.

2. There shall be no exhibition, recitation, acting, gesture, gesticulation, or singing, which is of an obscene or disorderly character, or is in any way offensive to public decency.

3. There shall be no performance, demonstration or exhibition of striptease or similar activities in the licensed premises.

4. No exhibition, demonstration or performance of hypnotism (as defined in Section 6 of the Hypnotism Act 1952) shall be given on any person at the place licensed except with the express written consent of the Licensing Authority and in accordance with any conditions attached to such consent.

An application for consent under the above Condition shall be in writing and signed by the licence holder or his agent and shall be made not less than 28 days in advance of the exhibition, demonstration or performance concerned.

A copy of the application shall at the same time be forwarded to the Chief Officer of Police and the Fire Authority. The application shall contain the following particulars.

(a) the name and address of the person by whom the exhibition, demonstration, or performance is to be given (hereinafter referred to as "the hypnotist");

(b) a description of the proposed exhibition, demonstration or performance; and

(c) a statement as to whether, and if so giving full details thereof, the hypnotist has been previously refused, or had withdrawn, a consent by any licensing authority or been convicted of an offence under the Hypnotism Act 1952 or of an offence involving the breach of a condition regulating or prohibiting the giving of an exhibition, demonstration or performance of hypnotism on any person at a place licensed for public entertainment.

5. The Maximum number of persons allowed in that part of the premises where regulated entertainment is provided shall be Ballroom 200.

6. At any licensed function no child shall be permitted to occupy any seat in the front row of any balcony, gallery or tier unless accompanied by, or in the charge of a person who appears to have attained the age of 16 years.

7. The licensed premises shall be provided with adequate safeguards against fire and supplied with ample safe and maintained means of egress for use by the public.

8. All passages, corridors, ramps and stairways to which the public have access shall, at all times, be kept free from obstruction.

9. Every door in the premises for use by members of the public leaving the premises shall be constructed so as to open outwards (unless the Licensing Authority are satisfied that this is impracticable in the circumstances), and shall be capable of being opened easily and immediately from the inside.

10. All fastenings on exit doors which cannot be immediately released by horizontally applied pressure shall be removed or otherwise rendered inoperative to the satisfaction of the Licensing Authority.

11. All exits used by the public in leaving the premises shall be clearly indicated with the symbol which complies with either The Health and Safety (Safety Signs and Signals) Regulations 1996 or BS 5499. All signs shall comply exclusively with either the regulations or with BS 5499. Doors and openings other than exits to or from parts of the licensed premises to which the public are admitted shall be provided with notices indicating their uses or shall be marked "private" and wherever practicable shall be kept secured. Where exit doors are fitted with push bars they shall be clearly indicated with the words "PUSH BAR TO OPEN".

12. Where curtains are provided across the exit they shall be divided at the centre and shall not trail the floor.

13. Any seating in the licensed premises shall be so arranged as to allow free access to all the exits therefrom.

14. For a closely seated audience chairs shall be either securely fixed to the floor or alternatively shall be battened securely together in units of not less than four seats. Adequate gangways, not less than 24" wide, unless otherwise approved by the Licensing Authority, shall be provided. The gangways shall lead directly to each exit door and shall be kept free from obstruction. No seat shall be more than twelve feet from any gangway.

15. The licensee shall ensure that there are sufficient numbers of properly trained staff on the premises to assist persons entering or leaving the premises, including those with disabilities or special requirements.

16. Every member of staff shall be instructed in the safety precautions to be observed in the premises so far as those precautions relate to their duties and to the action to be taken by them in the event of fire or emergency.

17. (a) The premises and licensee shall be covered by a Drugswatch Certificate issued by West Yorkshire Police, or such equivalent certificate which may be appropriate to assist in developing a drugs prevention strategy for the venue.

Within six months of receipt of the Drugswatch Certificate the Licensee shall have achieved a "Seal of Approval" under West Yorkshire Polices' Drugswatch Scheme.

(b) The above condition shall apply with respect to premises with occupancy of 400 or more which are within the area of jurisdiction of the Bradford Central Police Sub-Division.

18. The licensed premises shall be provided with fire appliances to the satisfaction of the Licensing Authority. The fire appliances shall be maintained in good working order and shall be available for instant use. The licensee and members of staff shall be properly instructed in the protection of the premises from fire and the use of the fire appliances provided.

19. No curtains, drapes, fabric foliage or decorations shall be placed within the licensed premises unless they are constructed from materials which have passed the British Standard 5867 Part 2 Type B test or have been treated to render them fire retardant to the same standard. In either case written confirmation of compliance shall be furnished to the Licensing Authority.

No plastic foliage or plastic decorations of any type shall be placed within the licensed premises.

20. Smoking shall be prohibited in the dressing rooms and notices bearing the words "NO SMOKING" in red letters on a white background shall be conspicuously displayed in those rooms.
21. Smoking shall be strictly prohibited within the stage risk area, except so far as may be necessary on the stage in connection with the performance. The licensee shall obtain the prior permission of the Licensing Authority before permitting smoking in connection with the performance. "NO SMOKING" signs in red letters on a white background shall be conspicuously displayed at the rear of the stage area and in the wings.
22. Where any open fireplace or high temperature heating appliances are used they shall be adequately protected by a suitable guard. If a central heating system operates on the premises the heating apparatus shall be placed in a separate room from the auditorium. If there is a door between it should be fire-resisting to a one hour standard.
23. Explosives, inflammable liquids or high inflammable articles shall not be brought into or used within any part of the licensed premises. The storage of combustible materials below the stage level shall be prohibited while the public are on the premises.
24. In all parts of the premises to which the public have access, there shall be provided adequate illumination by general lighting to the satisfaction of the Licensing Authority.
25. An adequate safety lighting system shall be provided to enable the public to see their way out of the premises.
26. All notices and exit indications shall be illuminated by both general and safety lighting.
27. The safety lighting shall be kept on at all times when the public are in the premises except in those parts of the building which are lighted equally well by daylight, during daylight hours, or, where the safety lighting system is a maintained system which operates automatically on the failure of the mains supply.
28. The safety lighting shall be provided from a power source other than that of the general lighting.
29. Any battery supplying safety lighting shall be fully charged every day before the public are admitted to the premises and shall be of such capacity and so maintained as to be capable of supplying at normal voltage, the full load of the safety lighting during the whole time that the public are on the premises.
30. If there is a failure of the general lighting and the general lighting is powered by gas, the public in the licensed premises shall be instructed to leave the building immediately.
31. If there is a failure of the general lighting and the general lighting is powered by electricity, the public shall, if the lighting is not restored within one hour, be instructed to leave the premises immediately.
32. If there is a failure of the safety lighting and the safety lighting is not powered by electricity, all parts of the premises required to be illuminated by the safety lighting shall be immediately illuminated by the general lighting and the public shall be instructed to leave the premises immediately.
33. If there is a failure of the safety lighting and the safety

lighting is powered by electricity, all parts of the premises required to be illuminated by the safety lighting shall be immediately illuminated by the general lighting and if the safety lighting is not restored within one hour the public shall be instructed to leave the premises immediately.

34. Electrical apparatus and equipment shall not be used for such purpose or in such a manner or when it is in such condition as to cause danger of electric shock, fire or explosion.

35. The electrical installation shall be in the charge of a competent person.

36. All gas burners within reach of the public shall be protected by glass or wire globes and all gas taps shall be guarded in such a manner as to prevent unauthorised interference.

37. The electrical installation shall be in every respect safe and correct; complying fully with the requirements of the Current Edition (including all amendments) of the Regulations for Electrical Installations as published by the Institution of Electrical Engineers, including all Codes of Practices, Statutory Regulations and associated memoranda scheduled in appendices 1 and 2 of that document.

Where the installation does not comply with the requirements for short circuit or earth fault supply interruption times, prescribed by the Regulations for Electrical Installations then the small power installation shall be protected by means of a residual current device, in the following manner:

a) The small power circuit shall be protected by a device having a rated residual operating current not exceeding 30mA/amps

alternatively

b) Each individual socket outlet shall be protected by an integral residual operating current not exceeding 30mA/amps.

The correct operation of all residual current devices shall be checked regularly by pressing the test button. If the device does not switch off the electricity supply, an approved grade electrician shall be consulted and at the same time the associated circuit and accessories shall be isolated.

Notes:

i) The use of single pole residual current devices is not acceptable; all protective devices shall be multipole, operated so as to isolate both live and neutral conductors.

ii) The use of "plug in" residual current devices will not satisfy the aforementioned requirements.

iii) The use of a single residual current device to protect a group of circuits is not advisable, since it may introduce a degree of danger or inconvenience in the event of a fault or accidental tripping.

General Note

Total compliance with wiring regulations or the installation of residual current devices, whilst providing an added degree of electric shock and fire protection, will not remove any basic risks; these measures cannot eliminate all electrical hazards. The Licensee has a responsibility to ensure that any electrical equipment, appliance apparatus or accessory that is either permanently or temporarily connected to the electrical installation is safe, free from fault and in good working order.

The responsibility for any failure, accidental damage, and injury, fatal or otherwise, interruption to electricity

supplies and damages or injuries arising therefrom is entirely the responsibility of the licensee or building owner. The Licensing Authority cannot accept any responsibility for any damage or injury arising from any matter relating to or associated with the electrical installations in licensed premises.

38. Means of access, egress and emergency egress and facilities shall be provided and maintained in accordance with any recommendations of the Licensing Authority and the Fire Authority to enable disabled people to partake of the entertainment in the premises. Such means of access and egress may include the making of physical adaptations to the licensed premises or any other steps directed by the authority concerned.

39. All exits and emergency exits at ground floor level shall be provided with a ramp or some other means of unobstructed egress for the benefit of disabled people and these ramps or other measures kept free from obstruction at all times.

40. All or any of the above Conditions may be waived only in circumstances where the Licensing Authority issues a Certificate in writing confirming that it is not reasonably practicable for the Licensee to comply with them.

41. All potential noise sources shall be assessed. Such assessments shall take account of amplified and non-amplified music, singing and speech, plant and machinery, use of outdoor areas and car parks, delivery and collection vehicles and access to and from the premises.

42. Noise control measures and systems for monitoring and reviewing those controls shall be put into place. Such control measures and systems shall be reviewed periodically, (at least once per year) and whenever new noise sources and/or controls are introduced or following receipt of complaint or when monitoring procedures identify that controls are inadequate.

43. Control measures shall be designed to ensure that noise from any potential noise source is kept to a minimum or is eliminated.

44. Where premises having the benefit of a premises licence are not intended or likely to be used for the provision of specific entertainment on more than 20 occasions during the relevant year, the Fire Authority shall be given 14 clear days notice of every intended performance or event.

Annex 2 – Conditions Consistent with Operating Schedule

All Four Licensing Objectives

None.

The Prevention Of Crime And Disorder

None.

Public Safety

None.

The Prevention Of Public Nuisance

None.

The Protection Of Children From Harm

None.

Annex 3 – Conditions attached after a hearing by the Licensing Authority

Not applicable



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WHERE THE LICENCE AUTHORISES SUPPLY OF ALCOHOL WHETHER THIS IS ON AND/OR OFF SUPPLIES

N/A

NAME AND (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Friends of Silsden Town Hall
Silsden Town Hall, Kirkgate, Silsden, BD20 0AJ

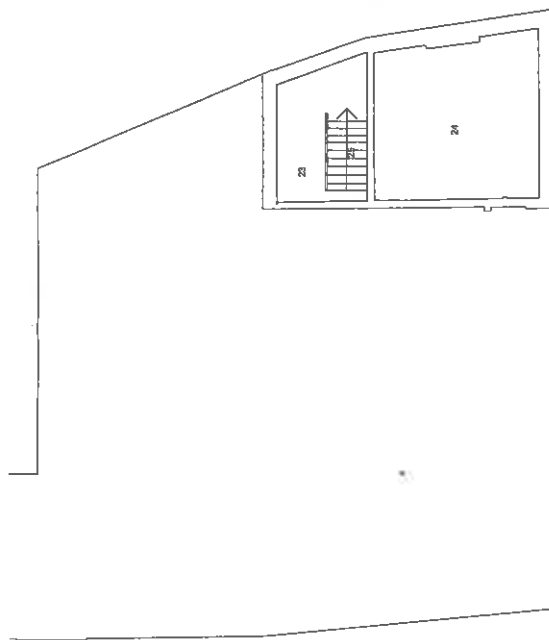
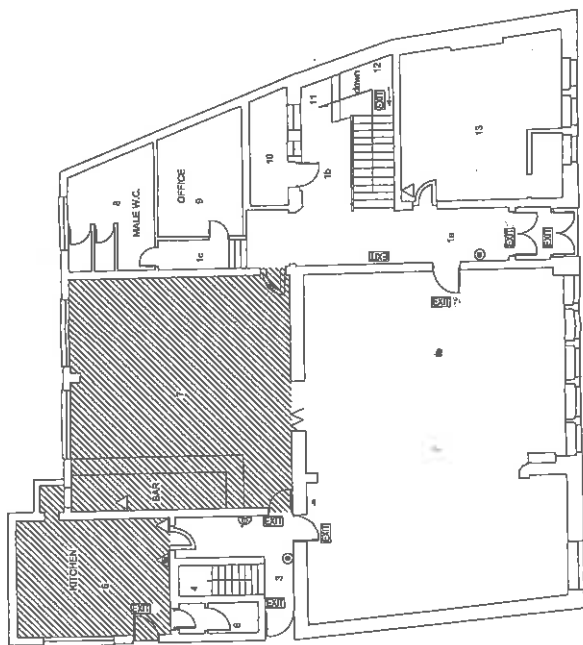
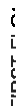
REGISTERED NUMBER OF HOLDER FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

N/A

WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

No restrictions.



BASEMENT

[illegible]

DATE	REV	REVISION DESCRIPTION	CHK
<p>City of Bradford Metropolitan District Council Construction, Design & Maintenance Service Planning and Building Head of Services - Roy Nicholson</p> <p>Revised Date: 20/06/2018 Issued Date: 20/06/2018</p>			
CLIENT		ARTS & HERITAGE	
PROJECT		SILSDEN TOWN HALL	
DRAWING		EXISTING FLOOR PLAN	
PROJECT ARCHITECT FIRM/DESIGNER	ISSUE		
M Berrisburgh	APPROVED	SCALE	
DRAWN BY	EXPIRATION DATE		
M Berrisburgh	14/07/25		REVISION No.
DRAWING No.			