



City of  
**BRADFORD**  
METROPOLITAN DISTRICT COUNCIL

Licensing Team, Argus Chambers, Hall Ings, Bradford, BD1 1HX

**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. If you are completing this form by hand please write legibly in block capitals. In all cases ensure 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.

**Thornton and Allerton Community Association Ltd**

I/We ..... (insert name(s) of applicant) 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.

Premises Licence Number 208883

**Part 1 – Premises Details**

Postal address of premises or, if none, Ordnance Survey map reference or description	
Unit 1 & 2 South Square Community Centre Thornton Road Bradford	
Post town Bradford	Post code BD13 3LD

Telephone number of premises (if any)

01274 834747

Non domestic rateable value of premises

£ 4075

**Part 2 – Applicant Details**

Daytime contact telephone number

01274 834747

Email address (optional)

y.carmichael@southsquarecentre.co.uk

Current postal address  
if different from  
premises address

South Square Centre  
South Square  
Thornton

Post Town

Bradford

Postcode

BD13 3LD

### Part 3 - Variation

Please tick as appropriate

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

Yes ☒ No ☐

If not, from what date do you want the variation to take effect?

Day	Month	Year

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1)

Yes ☐ No ☒

Please describe briefly the nature of the proposed variation (please read guidance note 2)

The proposed variation is to join units 1 & 2 at South Square Community Centre to become a new bar/tasting room.

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

N/A

#### Part 4 - Operating Schedule

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

Please tick all that apply

##### Provision of regulated entertainment

- |    |   |                                     |
|----|---|-------------------------------------|
| a) | play (if ticking yes, fill in box A)  | <input type="checkbox"/>            |
| b) | films (if ticking yes, fill in box B)   | <input type="checkbox"/>            |
| c) | indoor sporting events (if ticking yes, fill in box C)  | <input type="checkbox"/>            |
| 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)  | <input checked="" type="checkbox"/> |
| f) | recorded music (if ticking yes, fill in box F)  | <input checked="" type="checkbox"/> |
| g) | performances of dance (if ticking yes, fill in box G)   | <input type="checkbox"/>            |
| h) | anything of a similar description to that falling within (e), (f) or (g)<br>(if ticking yes, fill in box H) | <input type="checkbox"/>            |

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

# A

Plays Standard days and timings (please read guidance note 8)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 5)		
Tue			State any seasonal variations for performing play (please read guidance note 6)		
Wed			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 7)		
Thur					
Fri					
Sat					
Sun					

# B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of a films take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 5)		
Tue			State any seasonal variations for the exhibition of films (please read guidance note 6)		
Wed			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 7)		
Thur					
Fri					
Sat					
Sun					

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 8)			Please give further details (please read guidance note 5)
Day	Start	Finish	State any seasonal variations for indoor sporting events (please read guidance note 6)
Mon			
Tue			
Wed			
Thur			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 7)
Fri			
Sat			
Sun			

## D

<b>Boxing or wrestling entertainment</b> Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 5)		
Mon					
			State any seasonal variations for the boxing or wrestling entertainment (please read guidance note 6)		
Tue					
Wed					
Thur			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 7)		
Fri					
Sat					
Sun					

# E

<b>Live music</b> Standard days and timings (please read guidance note 8)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	X
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 5) Small acoustic acts on an occasional basis as part of community events, playing in the early evening.		
Mon	12.00	10.00			
Tue	12.00	10.00	State any seasonal variations for the performance of live music (please read guidance note 6)		
Wed	12.00	10.00			
Thur	12.00	10.00	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 7)		
Fri	12.00	11.00			
Sat	12.00	11.00			
Sun	12.00	11.00			

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	X
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 5) Background music will be played for the duration of the opening hours		
Mon	12.00	23.00			
Tue	12.00	23.00	State any seasonal variations for the playing of recorded music (please read guidance note 6) Background music will be played until 00.30 on New Years Eve (31 <sup>st</sup> Dec)		
Wed	12.00	23.00			
Thur	12.00	23.00	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 7)		
Fri	12.00	23.30			
Sat	12.00	23.30			
Sun	12.00	23.00			

## G

<b>Performance of dance</b> Standard days and timings (please read guidance note 8)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 4)		<b>Indoors</b>	
					<b>Outdoors</b>	
					<b>Both</b>	
<b>Day</b>	<b>Start</b>	<b>Finish</b>				
<b>Mon</b>			<b>Please give further details here</b> (please read guidance note 5)			
<b>Tue</b>						
<b>Wed</b>			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 6)			
<b>Thur</b>						
<b>Fri</b>			<b>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.</b> (please read guidance note 7)			
<b>Sat</b>						
<b>Sun</b>						

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 8)			<b>Please give a description of the type of entertainment you will be providing</b>			
			<b>Will the entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 4)		<b>Indoors</b>	
					<b>Outdoors</b>	
					<b>Both</b>	
<b>Day</b>	<b>Start</b>	<b>Finish</b>				
<b>Mon</b>			<b>Please give further details here</b> (please read guidance note 5)			
<b>Tue</b>						
<b>Wed</b>			<b>State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 6)			
<b>Thur</b>						
<b>Fri</b>			<b>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.</b> (please read guidance note 7)			
<b>Sat</b>						
<b>Sun</b>						

<b>Late night refreshment</b> Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4)		Indoors	
					Outdoors	
					Both	
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Please give further details here</b> (please read guidance note 5)			
<b>Mon</b>						
<b>Tue</b>						
<b>Wed</b>			<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 6)			
<b>Thur</b>						
<b>Fri</b>						
<b>Sat</b>			<b>Non standard timings.</b> 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 7)			
<b>Sun</b>						

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption on or off the premises or both – please tick (please read guidance note 9)		On the premises	
					Off the premises	
					Both	X
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 6)  <b>Alcohol to be served 12.00 – 00.30 on New Years Eve (31<sup>st</sup> December)</b>			
<b>Mon</b>	12.00	23.00				
<b>Tue</b>	12.00	23.00				
<b>Wed</b>	12.00	23.00	<b>Non standard timings.</b> 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 7)			
<b>Thur</b>	12.00	23.00				
<b>Fri</b>	12.00	23.30				
<b>Sat</b>	12.00	23.30				
<b>Sun</b>	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 10)**

There will be no adult entertainment or matters of ancillary that may raise concern in respect of children  
There will be no gambling machines or images of adult nature eg nudity.

# L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 8)			<b>State any seasonal variations (please read guidance note 6)</b>  The premises will be open to the public 12.00 till 01.00 New Years Eve (31 <sup>st</sup> Dec)
<b>Day</b>	<b>Start</b>	<b>Finish</b>	<b>Non standard timings. Where you intend to open 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 7)</b>
<b>Mon</b>	12.00	23.30	
<b>Tue</b>	12.00	23.30	
<b>Wed</b>	12.00	23.30	
<b>Thur</b>	12.00	23.30	
<b>Fri</b>	12.00	00.00	
<b>Sat</b>	12.00	00.00	
<b>Sun</b>	12.00	23.30	

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

Please tick ✓ yes

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

☒  
☐

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of the 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 11)**

To promote all 4 licensing objectives we will keep strong management controls and effective training to all staff members making them aware of the premises license and requirements. We will pay particular attention to –

- No selling of alcohol to underage people
- No drunk and disorderly behaviour on the premises
- Vigilance in preventing the use and sale of illegal drugs on the premises
- No violent and anti-social behaviour
- No harm to children

Alcohol will not be sold outside the operating schedule and a premises supervisor will be in day to day to control this and provide good training to the staff with a signed training record. CCTV system will be installed and clear challenge 21 posters/information will be visible to prevent underage drinkers

We know that it is necessary to carry out our functions and operate a business with the purpose of promoting these objectives

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

CCTV system will be installed and monitor the entrance/exit and other parts of the premises to prevent crime.

A clear notice outside the premises indicating the normal hours of licensing permitted will be on view

Clear notices will be displayed warning of potential criminal activity such as theft that may target customers

- No sale of alcohol to drunk or intoxicated customers
- Vigilance at all times in sale or use of illegal drug on the premises

Staff will be trained in asking customers to use the premises in an orderly and respectful manner.

**c) Public safety**

Staff will be trained to carry out underage ID checks and environmental health requirements.

A log book will be kept on the premises to comply with the public safety conditions attached to the premises license that requires the recording of such information. The log book will be available for inspection when required by persons authorised by the licensing Act 2003 or associated legislation.

All parts of the premises and all fittings ie doors fastening, notices, lighting, heating, electrical, sanitary accommodation and all other installs will be maintained at all times and in good working order.

**d) The prevention of public nuisance**

Clear notices will be displayed at the exit requesting the public to respect nearby residents and leave the premises and the area quietly. Customers will be asked not to stand around outside in the street outside the premises loudly talking and will not be admitted to premises above the opening times.

The licensee will ensure that staff leaving late when the business has ceased trading leave in a quite manner to avoid disturbance to nearby residents.

Adequate waste: the movement of bins and rubbish outside the premises will be kept to a minimum after 8.00pm to reduce the levels of noise.

Any lighting in or out of the premises will be positioned in such a way that doesn't cause

disturbance to nearby bins for customer use will be provided in the local vicinity.

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

Staff will be trained about requirements for persons identification, age establishment etc...  
Acceptable ID would be a photographic driving license or passport if they wish to buy alcohol.  
All details will be provided in the training record book available on the premises

A challenge 21 sign will be visible that encourages anyone who is over 18 but looks under 21 to carry acceptable ID

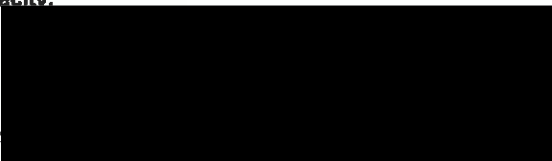
Please tick ✓ Yes

- I have made or enclosed payment of the fee, or X
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy ☐
- I have sent copies of this application and the plan to responsible authorities and others where applicable X
- I understand that I must now advertise my application X
- I have enclosed the premises licence or relevant part of it or explanation X
- I understand that if I do not comply with the above requirements my application will be rejected X

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

**Part 5 – Signatures** (please read guidance note 12)

**Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent. (See guidance note 13). If signing on behalf of the applicant please state in what capacity.**

Signature 

Date: 2<sup>nd</sup> October 2019

Capacity Director of South Square Centre

**Where the premises licence is jointly held signature of 2<sup>nd</sup> applicant (the current premises licence holder) or 2<sup>nd</sup> applicant's solicitor or other authorised agent. (please read guidance note 14). If signing on behalf of the applicant please state in what capacity.**

Signature .....

Date .....

Capacity .....

<b>Contact Name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)</b>	
<b>Post town</b>	<b>Post code</b>
<b>Telephone number (if any)</b>	
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b>	

1:100

BAUMAN  
LYONS