

## Appendix B

### 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 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.

I/We TQH Ampthill Limited

*(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 2000010
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#### Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description  Queens Head 20 Woburn Street			
Post town	Ampthill	Postcode	MK45 2HP
Telephone number at premises (if any)	01525 405016		
Non-domestic rateable value of premises	£12250		

#### Part 2 – Applicant details

Daytime contact telephone number	01525 405016		
E-mail address (optional)			
Current postal address if different from premises address			
Post town		Postcode	

### 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?

DD	MM	YYYY

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 see guidance note 2)

The proposed variation to the Premises Licence is intended to allow the operator of the site to extend his hours both in terms of opening hours and some of the licensable activity allowed in the site. The operator does not intend to change his current trading style but rather allow the option for later trading hours on the weekend for his regular, local customers.

The detail of the variation is as follows.

Opening Hours:

Sunday to Thursday - 11:00 to 00:00

Friday & Saturday - 11:00 to 01:00

Sale of Alcohol:

Sunday to Thursday - 11:00 to 23:30

Friday & Saturday - 11:00 to 00:30

Recorded Music:

Sunday to Thursday 11:00 to 23:30

Friday & Saturday - 11:00 to 00:30

Provision of Late Night Refreshment:

Sunday to Thursday - 23:00 to 23:30

Friday & Saturday - 23:00 to 00:30

There is no requirement to extend the hours for live music other than Non Standard Timings.

Seasonal Variations and Non Standard Timings:

- Bank Holiday Monday – retain 1 hour extension to terminal hour but remove Bank Holiday Friday & Saturday as these extensions will not be needed with new hours (if granted)
- Bank Holiday Sunday – amend to 1 hour extension to terminal
- Christmas Eve, Boxing Day & New Years Day – amend wording to read as: Christmas Eve, Boxing Day and New Years Day; 1 hour extension to terminal hour if these do not fall on a Friday or Saturday:
- New Years Eve – amend wording to read as: From end of permitted hours on New Years Eve to the start of permitted hours on New Years Day.

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:

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#### 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

Please tick all that apply

- |  |                                     |
|--|-------------------------------------|
| a) plays (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) ☒

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

In all cases complete boxes K, L and M

# E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4) Live music as per the Live Music Act i.e. between 8am and 11pm in front of an audience of no more than 200 people.		
Tue					
Wed			<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur					
Fri			<b>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</b> (please read guidance note 6) Bank Holiday Monday – 1 hour extension to terminal hour Bank Holiday Sunday – 1 hour extension to terminal hour Christmas Eve, Boxing Day & New Years Day – 1 hour extension to terminal hour if these do not fall on a Friday or Saturday. New Years Eve – From end of permitted hours on New Years Eve to the start of permitted hours on New Years Day.		
Sat					
Sun					

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)		Indoors	<input checked="" type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)			
Mon	11:00	23:30	Disco and karaoke; background music by way of CD's, juke box, tv and radio			
Tue	11:00	23:30				
Wed	11:00	23:30	<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)			
Thur	11:00	23:30				
Fri	11:00	00:30	<b>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</b> (please read guidance note 6) Bank Holiday Monday – 1 hour extension to terminal hour Bank Holiday Sunday – 1 hour extension to terminal hour Christmas Eve, Boxing Day & New Years Day – 1 hour extension to terminal hour if these do not fall on a Friday or Saturday. New Years Eve – From end of permitted hours on New Years Eve to the start of permitted hours on New Years Day.			
Sat	11:00	00:30				
Sun	11:00	23:30				

# I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)		Indoors	<input checked="" type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4) Provision of hot drinks & snacks			
Mon	23:00	23:30				
Tue	23:00	23:30				
Wed	23:00	23:30	<b>State any seasonal variations for the provision of late night refreshment</b> (please read guidance note 5)			
Thur	23:00	23:30				
Fri	23:00	00:30				
Sat	23:00	00:30	<b>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</b> (please read guidance note 6) Bank Holiday Monday – 1 hour extension to terminal hour Bank Holiday Sunday – 1 hour extension to terminal hour Christmas Eve, Boxing Day & New Years Day – 1 hour extension to terminal hour if these do not fall on a Friday or Saturday. New Years Eve – From end of permitted hours on New Years Eve to the start of permitted hours on New Years Day.			
Sun	23:00	23:30				

## J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b><u>Will the supply of alcohol be for consumption – please tick</u></b> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>State any seasonal variations for the supply of alcohol</u></b> (please read guidance note 5)		
Mon	11:00	23:30			
Tue	11:00	23:30			
Wed	11:00	23:30			
Thur	11:00	23:30	<b><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></b> (please read guidance note 6) Bank Holiday Monday – 1 hour extension to terminal hour Bank Holiday Sunday – 1 hour extension to terminal hour Christmas Eve, Boxing Day & New Years Day – 1 hour extension to terminal hour if these do not fall on a Friday or Saturday. New Years Eve – From end of permitted hours on New Years Eve to the start of permitted hours on New Years Day.		
Fri	11:00	00:30			
Sat	11:00	00:30			
Sun	11:00	23:30			

## 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 9).  Amusement with Prizes machine.
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L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)
Day	Start	Finish	
Mon	11:00	00:00	
Tue	11:00	00:00	
Wed	11:00	00:00	
Thur	11:00	00:00	
Fri	11:00	01:00	
Sat	11:00	01:00	
Sun	11:00	00:00	<b>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</b> (please read guidance note 6) Bank Holiday Monday – 1 hour extension to terminal hour Bank Holiday Sunday – 1 hour extension to terminal hour Christmas Eve, Boxing Day & New Years Day – 1 hour extension to terminal hour if these do not fall on a Friday or Saturday. New Years Eve – From end of permitted hours on New Years Eve to the start of permitted hours on New Years Day.

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.

None.

Please tick as appropriate

- 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 not enclosed 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 and e) (please read guidance note 10)**

Good management during extended hours and licensable activities ensuring compliance with the Licensing Act as at present.

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

Liason with local police and Licensing Authority.

**c) Public safety**

Promotion of public safety by effective management, provision of sufficient first aid boxes and accident reporting procedures.

**d) The prevention of public nuisance**

Customers requested to respect local residents and to leave premises in a quiet and orderly manner.

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

Children under 16 to be accompanied by an adult. No sale of alcohol made to a person under 18 years of age.

Staff to request photographic ID from any customers if in doubt of age (to prevent under age sales).

**Checklist:**


**Please tick to indicate agreement**

- I have made or enclosed payment of the fee; or ☒
- 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. ☒
- I understand that I must now advertise my application. ☒
- I have enclosed the premises licence or relevant part of it or explanation. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

**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 5 – Signatures** (please read guidance note 11)

**Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent** (please read guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Signature	 KAREN ELKINS
Date	
Capacity	LICENSING CO-ORDINATOR ON BEHALF OF APPLICANT

**Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent** (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

**Contact name (where not previously given) and address for correspondence associated with this application** (please read guidance note 14)

Licensing Team  
Charles Wells Limited  
The Brewery  
Havelock Street

<b>Post town</b>	Bedford	<b>Post code</b>	MK40 4LU
<b>Telephone number (if any)</b>	01234 244452		
<b>If you would prefer us to correspond with you by e-mail, your e-mail address (optional)</b> karen.elkins@charleswells.co.uk			