



LICENSING UNIT RECEIVED	
21 APR 2021	
FILE REF:	
ACTION BY:	
ORIGINAL SEEN:	

Licensing Authority
Torrige District Council
Riverbank House
Bideford, Devon, EX39 2QG
Tel: 01237 428700

Licensing Act 2003

Application to vary a premises licence
under the Licensing Act 2003

CHECKLIST	Please tick <input checked="" type="checkbox"/> yes
I have made or enclosed payment of the fee	X
I have enclosed the plan of the premises	X
I have sent copies of this application and the plan to responsible authorities and others where applicable	X
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	X
I have enclosed the original 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	X

**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.

I/We ...Richard Turner and Simon Lacey.....
(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	TDPR0150
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Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description	
The Big Sheep	
Post town	Abbotsham
Post code	EX39 5AP
Telephone Number of premises (if any) 01237 420808	

Non-domestic rateable value of premises	
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Part 2 - Applicant Details

Daytime contact telephone number	01237 420808		
E-mail address (optional)	rick@thebigsheep.co.uk		
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			X	No			
If not, from what date do you want the variation to take effect?	D	D	M	M	Y	E	A	R
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 2)

To include regulated entertainment on the licence and update the premises plan to cover the whole site.

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.

Provision of regulated entertainment (please see guidance note 2)	Please tick ✓ yes
a) plays (if ticking yes, fill in box A)	X
b) films (if ticking yes, fill in box B)	X
c) indoor sporting events (if ticking yes, fill in box C)	
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	X
e) live music (if ticking yes, fill in box E)	X
f) recorded music (if ticking yes, fill in box F)	X
g) performances of dance (if ticking yes, fill in box G)	X
h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	X
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

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick [✓] (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon	1000	2200		Both	X
Tue	1000	2200	Please give further details here (please read guidance note 4)		
Wed	1000	2200	State any seasonal variations for performing plays (please read guidance note 5)		
Thurs	1000	2200			
Fri	1000	2200	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 6)		
Sat	1000	2200			
Sun	1000	2200			

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick [✓] (please read guidance note 3)		Indoors	
					Outdoors	
Day	Start	Finish			Both	X
Mon	1000	2200	Please give further details here (please read guidance note 4)			
Tue	1000	2200				
Wed	1000	2200	State any seasonal variations for the exhibition of films (please read guidance note 5)			
Thurs	1000	2200				
Fri	1000	2200	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 6)			
Sat	1000	2200				
Sun	1000	2200				

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)	
Day	Start	Finish		
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)	
Tue				
Wed				
Thurs				<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 6)
Fri				
Sat				
Sun				

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> [✓](please read guidance note 3).	
Day	Start	Finish	Outdoors	
Mon			Both	X
Tue				
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)	
Thurs			<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 6)	
Fri	1000	2200		
Sat	1000	2200		
Sun	1000	2200		

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick [✓] (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	X
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thurs					
Fri	1000	2200	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 6) Bank Holidays: 1000 - 2200		
Sat	1000	2200			
Sun	1000	1800			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick [✓] (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	X
Tue			State any seasonal variations for playing recorded music (please read guidance note 5)		
Wed			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 (please read guidance note 6)		
Thurs			Bank Holidays: 1000 - 2200		
Fri	1000	2200			
Sat	1000	2200			
Sun	1000	1800			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick [✓] (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	X
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thurs					
Fri	1000	2200	<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</u> (please read guidance note 6) Bank Holidays: 1000 - 2200		
Sat	1000	2200			
Sun	1000	1800			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			<u>Please give a description of the type of entertainment you will be providing</u>	
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3)</u>	Indoor
				Outdoor
				Both X
Mon			<u>Please give further details here (please read guidance note 4)</u>	
Tue				
Wed				
Thurs			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)</u>	
Fri	1000	2200		
Sat	1000	2200		
Sun	1000	2200	<u>Non standard timings. Where you intend to use the premises for the entertainment of 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 6)</u> Bank Holidays: 1000 - 2200	

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick [✓] (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			<u>Please give further details here</u> (please read guidance note 4)	Both	
Tue			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Wed			<u>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</u> (please read guidance note 6)		
Thurs					
Fri					
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the sale of alcohol be for <u>consumption (Please tick box</u> [✓]).(please read guidance note 8)	On the premises	
				Off the premises	
Day	Start	Finish		Both	
Mon			State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Tue					
Wed					
Thur s			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 6)		
Fri					
Sat					
Sun					

K

<p>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)</p>
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L

Hours premises are open to the public Standard timings (please read guidance note 6)			State any seasonal variation (please read guidance note 4)
Day	Start	Finish	
Mon			Non standard timings. Where you intend to use 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)
Tue			
Wed			
Thurs			
Fri			
Sat			
Sun			

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 premises licence.

Licence to follow

M

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

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

See attached

b) The prevention of crime and disorder

See attached

c) Public safety

See attached

d) The prevention of public nuisance

See attached

e) The protection of children from harm

See attached

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 11)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent. (See guidance note 12) If signing on behalf of the applicant please state in what capacity.	
Signature	<i>[Signature]</i>
Date	<i>16.4-'21</i>
Capacity	<i>Landlord and licensee</i>

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. (see guidance note 13) If signing on behalf of the applicant please state in what capacity.	
Signature	<i>[Signature]</i>
Date	<i>16-4-21</i>
Capacity	<i>D-P-S.</i>

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)	
<i>As above. The Bit Sheaf.</i>	
Post town <i>Bideford</i>	Post code <i>B39 5AP</i>
Telephone number (if any)	
If you would prefer us to correspond with you by e-mail your e-mail address (optional)	

THE BIG SHEEP ANNEX 2 - REVISED CONDITIONS

Prevention of Crime and Disorder

All staff engaged in licensable activity at the premises will receive training and information in relation to the following (select from the following):

- i. The Challenge 21 scheme in operation at the premises, including the forms of identification that are acceptable.
- ii. The hours and activities permitted by the premises licence issued under the Licensing Act 2003 and conditions.
- iii. How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).
- iv. Recognising the signs of drunkenness.
- v. The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.
- vi. Action to be taken in the event of an emergency, including reporting an incident to the emergency services.

Training shall be recorded in documentary form and shall be regularly refreshed at no greater than 12 Month intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.

An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details:

- i. Any incidents of disorder or of a violent or anti-social nature
- ii. All crimes reported to the venue, or by the venue to the police
- iii. All ejections of patrons
- iv. Any complaints received
- v. Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

Public Safety

Open containers of alcohol shall not be removed from the premises.

All drinks shall be served in plastic/paper/toughened glass or polycarbonate containers. Apart from the beers and ciders supplied in glass bottles.

No customers carrying open or sealed bottles cans or other receptacles containing alcoholic liquor shall be admitted to the premises at any time that the premises are open to the public.

A suitable system must be in place to accurately indicate the number of customers (including staff, entertainers etc.) on the premises at any time.

Adequate procedures must be implemented to ensure overcrowding (such as that which is indicated by Social Distancing) does not occur in any part of the premises.

Barriers /guards will be available where queues for entry to the bar areas can be envisaged. These must be arranged so as to control customers.

Prevention of Public Nuisance

The Music Events will be managed strictly in accordance with the Noise Management Plan agreed with the Licensing Authority.

The control limits in place shall be adequate to ensure that the Music Noise Levels detailed in the Noise Management Plan shall not be exceeded at any noise sensitive premises throughout the duration of the event.

The Premises Licence Holder or Designated Premises Supervisor shall ensure that the promoter, sound system supplier and all individual sound engineers are informed of the sound control limits and that control measures detailed in the Noise Management Plan shall be implemented and complied with for the duration of the event.

The Premises Licence Holder or Designated Premises Supervisor shall ensure that noise levels are monitored and the results recorded at intervals not exceeding 60 minutes. Records shall be kept for a minimum of 12 months and made available to the Licensing Authority on request.

The Premises Licence Holder or Designated Premises Supervisor shall be available at all times during regulated entertainment and be responsible for cooperating and liaising with any responsible authority or complaints from members of the public.

A designated smoking area will be allocated in a location where litter bins are provided.

Protection of Children From Harm

There will be in place a written age verification policy in relation to the sale or supply of alcohol, which will specify a *Challenge 21* proof of age requirement. This means that staff working at the premises must ask individuals who appear to be under 21 years of age, attempting to purchase alcohol, to produce identification. The only acceptable identification documents will be:

- A photo driving licence
- A passport
- An identification card carrying the PASS hologram

Unless such identification is produced the sale of alcohol must be refused.

This policy will include documented steps taken to prevent adults from purchasing alcohol for or on behalf of children under 18.

An alcohol sales refusal register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:

- i. the date and time of refusal

- ii. the reason for refusal
- iii. details of the person refusing the sale
- iv. description of the customer
- v. any other relevant observations.

The refusals register will be made available for inspection and copying on request of an authorised officer of a responsible authority.

All entries must be made within 24 hours of the refusal.

TORRIDGE DISTRICT COUNCIL LICENSING UNIT	
Certified copy of original plan	
Licence No: TDR0150	
Date:	No:

