

## 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

*(Insert name(s) of applicant)*

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

#### Part 1 – Premises details

<b>Postal address of premises or, if none, ordnance survey map reference or description</b>			
Queens Park Queens Park Road Burnley Lancashire			
<b>Post town</b>	Burnley	<b>Postcode</b>	BB10 3LB

<b>Telephone number at premises (if any)</b>	N/A
<b>Non-domestic rateable value of premises</b>	N/A – Premises is exempt.

#### Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

- |  |                             |
|--|-----------------------------|
| a) an individual or individuals *                    | please complete section (A) |
| b) a person other than an individual *               |                             |
| i as a limited company/limited liability partnership | please complete section (B) |
| ii as a partnership (other than limited liability)   | please complete section (B) |
| iii as an unincorporated association or              | please complete section (B) |
| iv other (for example a statutory corporation)       | please complete section (B) |
| c) a recognised club                                 | please complete section (B) |

- d) a charity
- e) the proprietor of an educational establishment
- f) a health service body
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England
- h) the chief officer of police of a police force in England and Wales

please complete section (B)  
 please complete section (B)  
 please complete section (B)  
 please complete section (B)  
 please complete section (B)  
 please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or  
 I am making the application pursuant to a statutory function or a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
<b>Date of birth</b>					
18 years old or over: <input checked="" type="checkbox"/> Please tick yes					
<b>Nationality</b>					
<b>Current residential address if different from premises address</b>					
<b>Post town</b>			<b>Postcode</b>		
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
<b>Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)</b>					

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over:		Please tick yes <input type="checkbox"/>	
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name
Address
Registered number (where applicable)
Description of applicant (for example partnership, company, unincorporated association etc)
Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
08	07	2023

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

The premises is a 28-acre public park. A premises licence is sought to enable occasional events (limited to a maximum of five one-day events per annum) which involve the carrying on of licensable activities.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

N/A
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What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- 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)

**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)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors		
Day	Start	Finish		Outdoors		
Mon				<b>Please give further details here</b> (please read guidance note 4)		
Tue						
Wed						
Thur			<b>State any seasonal variations for performing plays</b> (please read guidance note 5)			
Fri						
Sat			<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</b> (please read guidance note 6)			
Sun						

**B**

<b>Films</b> Standard days and timings (please read guidance note 7)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)		Indoors	
					Outdoors	
Day	Start	Finish				
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)			
Tue						
Wed			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)			
Thur						
Fri			<b><u>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</u></b> (please read guidance note 6)			
Sat						
Sun						

**C**

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

**D**

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)		Indoors	
					Outdoors	
Day	Start	Finish				
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)			
Tue						
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)			
Thur						
Fri			<b><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></b> (please read guidance note 6)			
Sat						
Sun						



**E**

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place <u>indoors or outdoors or both</u> – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon	12:00	22:00		<b>Please give further details here</b> (please read guidance note 4)	Both
Tue	12:00	22:00			
Wed	12:00	22:00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur	12:00	22:00			
Fri	12:00	22:00	<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)		
Sat	12:00	22:00			
Sun	12:00	22:00			

**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)	
Day	Start	Finish	Indoors	
Mon	12:00	22:00		
Tue	12:00	22:00		
Wed	12:00	22:00		
Thur	12:00	22:00		
Fri	12:00	22:00		
Sat	12:00	22:00		
Sun	12:00	22:00		

  

			<b>Please give further details here</b> (please read guidance note 4)	
			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)	
			<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)	

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon	12:00	22:00		<b><u>Please give further details here</u></b> (please read guidance note 4)	Both
Tue	12:00	22:00			
Wed	12:00	22:00	<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5)		
Thur	12:00	22:00			
Fri	12:00	22:00	<b><u>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</u></b> (please read guidance note 6)		
Sat	12:00	22:00			
Sun	12:00	22:00			

**H**

<p><b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><b>Will this entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)</p>	Indoors	
Mon	12:00	22:00		Outdoors	
Tue	12:00	22:00	<p><b>Please give further details here</b> (please read guidance note 4)</p>	Both	X
Wed	12:00	22:00			
Thur	12:00	22:00			
Fri	12:00	22:00	<p><b>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</b> (please read guidance note 5)</p>		
Sat	12:00	22:00	<p><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 6)</p>		
Sun	12:00	22:00			

1

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				<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue						
Wed			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)			
Thur						
Fri			<b><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></b> (please read guidance note 6)			
Sat						
Sun						

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – <u>please tick</u> (please read guidance note 8)	On the premises	X	
Day	Start	Finish		Off the premises		
Mon	12:00	22:00	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)	Both		
Tue	12:00	22:00				
Wed	12:00	22:00				
Thur	12:00	22:00		<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</b> (please read guidance note 6)		
Fri	12:00	22:00				
Sat	12:00	22:00				
Sun	12:00	22:00				

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Date of birth	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
(if known)	<hr/> <hr/> <hr/> <hr/>

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).

None currently anticipated.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)

Day	Start	Finish
Mon	08:00	23:00
Tue	08:00	23:00
Wed	08:00	23:00
Thur	08:00	23:00
Fri	08:00	23:00
Sat	08:00	23:00
Sun	08:00	23:00

State any seasonal variations (please read guidance note 5)

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 (please read guidance note 6)

## M

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

### a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

No event involving the carrying on of licensable activities under the authority of this premises licence will take place without the prior consent of the owner of the premises.

There shall be no more than five events each calendar year which involve the carrying on of licensable activities under the authority of this premises licence. No individual event will extend beyond a single day.

The Police Licensing Department and Burnley Borough Council Licensing Department will be notified in writing of any event which involves the carrying on of licensable activities under the authority of this premises licence a minimum of two months prior to the start of the event.

Where the Police Licensing Department have confirmed in writing to the Premises Licence Holder that an Event Plan is required, an Event Plan will be submitted to the Police Licensing Department a minimum of one month prior to the start of the event.

An Event Liaison Team (ELT) will operate on site throughout the duration of any event involving the carrying on of licensable activities under the authority of this premises licence to address relevant incidents or problems.

Prior to any event which involves the carrying on of licensable activities under the authority of this premises licence the licence holder or a nominated representative must attend at least one ESAG meeting (where such a group is in operation in respect of the area).

The Designated Premises Supervisor will be present at any time licensable activities are being carried on under the authority of this premises licence, except where otherwise agreed in writing with a representative of the Police Licensing Department or in the event of an emergency.

On any occasion that sales of alcohol by retail take place under the authority of this Premises Licence, the point of sale will be supervised by a personal licence holder.

On any occasion that sales of alcohol by retail take place under the authority of this Premises Licence, there will be a refusals log in respect each point of sale and said refusal log(s) will be made available for inspection by an authorised officer upon request.

Any CCTV equipment which is operated in respect of licensable activities being carried on under the authority of this Premises Licence will be maintained in good working order. Training will be provided for staff members in respect of the CCTV equipment in order that staff are capable of assisting officers if they request information to be provided from the CCTV system. Images recorded by the CCTV in respect of licensable activities being carried on under the authority of this Premises Licence shall be retained in unedited form for a minimum of 21 days after they are made and will be provided to an authorised officer upon request, so long as said request is in accordance with the Data Protection Act or any subsequent or alternative legislation.



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

Whenever any event which involves licensable activities being carried on under the authority of this premises licence takes place, SIA registered security staff and stewards shall be on duty in the numbers and at the times determined appropriate by the Event Plan or, in respect of an event where an Event Plan was not required, in accordance with a Risk Assessment.

The use of glass containers (including bottles) shall not be permitted by customers. Beverages shall be served in cans; or in plastic or polycarbonate containers or an equivalent alternative.

Alcohol shall only be sold or supplied to persons attending the event. Except for the purpose of delivery, no alcohol shall be allowed to be taken into the site. Only alcohol bought inside the site shall be allowed to be consumed within the site.

**c) Public safety**

The Premises Licence Holder or another appropriate body will employ the services of an appropriate number of qualified First Aid providers whenever there is an event which involves the carrying on of licensable activities under the authority of this Premises Licence.

During any event that involves licensable activities being carried on under the authority of this Premises Licence, vehicle movement within the curtilage of the premises will be limited to those which are essential and will be controlled to ensure the safety of public and staff. Emergency Services vehicles will have full access.

Prior to any event that involves licensable activities being carried on under the authority of this Premises Licence which is expected to result in a significant level of traffic, a traffic management plan will be devised and utilised. Where a traffic management plan is operated, it will include a dedicated route for emergency vehicles and, where necessary, said plan will also include the use of marshals to assist with directing traffic on access to the site, parking and the dispersal of customers.

**d) The prevention of public nuisance**

The Premises Licence Holder will employ the services of a noise consultant and ensure that plans are in place to manage noise on site and minimise disruption to residents and other relevant parties during any event that involves regulated entertainment being carried on under the authority of this Premises Licence.

During any event that involves licensable activities being carried on under the authority of this Premises Licence, noise from any form of regulated entertainment shall not cause unreasonable disturbance within the nearest sensitive properties.

During any event that involves licensable activities being carried on under the authority of this Premises Licence, local residents will be able to contact the organisers via a "hotline" at all times for information or to raise concerns about public nuisance.

During any event that involves licensable activities being carried on under the authority of this Premises Licence, the volume of amplified sound used in connection with any regulated entertainment shall, at all times, be under the ultimate control of the Premises Licence Holder.

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

Any staff who are employed in respect of an event involving the sale of alcohol by retail under the authority of this Premises Licence and who are directly involved in the sale of alcohol by retail at said event will successfully complete training in respect of age related products within three months of the event. Said training will be fully documented and be available for inspection to an authorised officer upon request.

During any event that involves licensable activities being carried on under the authority of this Premises Licence at which the attendance of persons under the age of eighteen is permitted, there will be a dedicated welfare point for missing / found children which is clearly signed and manned at all times. This point will be indicated on any public literature or map of the event.

Whenever any event that involves the sale of alcohol by retail taking place under the authority of this Premises Licence, there shall be a written policy to prevent the sale or supply of alcohol to persons under 18 years of age. That policy shall require any person that appears to be under the age of 25 years to produce a recognised proof of age card accredited under the Proof of Age Standards Scheme (PASS) or if a proof of age card is not available a photo driving licence or passport indicating that they are over 18 years of age. Where such a policy is in operation, a notice or notices shall be displayed in and at the entrance to the premises where they can be clearly seen and read and shall indicate that it is unlawful for persons under 18 to purchase alcohol or for any person to purchase alcohol on behalf of a person under 18 years of age and also that a search policy is in force for the event.

Throughout any event involving the carrying on of licensable activities under the authority of this premises licence and the attendance of more than 5,000 people at one time, any patrons who are aged 17 years or under will be accompanied by a parent or parents or by a responsible adult.

Throughout any event involving the carrying on of licensable activities under the authority of this premises licence, door staff and marshals will monitor patrons to ensure that there are no persons aged 17 years or under drinking alcohol on site.

**Checklist:**

Please tick to indicate agreement

- 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 designated 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.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

**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.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant 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.

<p><b>Declaration</b></p>	<ul style="list-style-type: none"> <li>[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
<p><b>Signature</b></p>	
<p><b>Date</b></p>	<p>09.06.2023</p>
<p><b>Capacity</b></p>	<p>Solicitor &amp; Authorised Agent</p>

<p><b>Contact name (where not previously given) and postal address for correspondence associated with this application</b> (please read guidance note 14)</p>         <p>address (optional)</p>
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LICENSING ACT 2003

QUEEN'S PARK

QUEEN'S PARK ROAD

BORALEY

BB10 3LB

— DENOTES LICENSED AREA

H.M. LAND REGISTRY		TITLE NUMBER
SD 8433 SE 8533 SW		<b>LA813260</b>
ORDNANCE SURVEY PLAN REFERENCE	COUNTY	Scale 1/1250
BURNLEY DISTRICT	LANCASHIRE	© Crown Copyright

NOTE:  
THE LAND TINTED GREEN HEREON IS  
NOT INCORPORATED IN THIS TITLE.

