

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.

	se Savidge & Mr Mark Sarame(s) of applicant)	vid	ge			
being the pre	mises licence holder, app t 2003 for the premises d	oly esc	to vary a premises ribed in Part 1 belo	licence under s ow	section 34 of t	he
Premises lic PR01008	ence number					
Part 1 – Pren	nises Details					
Postal addre The Crown I Lea Ross-on-Wy		orc	lnance survey map r	eference or desc	cription	
Post town	Herefordshire			Postcode	HR9 7JZ	
Telephone n	umber at premises (if any)	ì	None yet			
Non-domest	ic rateable value of premis	es	£1,541.37			
Part 2 – App	licant details					
Daytime con telephone no						·
	ess (optional)					
Current post different from address						
Post town	Herefordshire		· .	Postcode		

Part 3 - Variation

Please tick as appropriate
Do you want the proposed variation to have effect as soon as possible? Yes No
DD MM YYYY
If not, from what date do you want the variation to take effect?
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)
We wish to add the sale of alcohol as a licensable activity from the garden bar between the hours of 12pm to 10pm, from Monday to Sunday including bank holidays and other non-standard days.
THIS APPLICATION ONLY RELATES TO THE ADDITION OF THE GARDEN BAR – WE DO NOT WISH TO AMEND ANYTHGIN ELSE ON THE CURRENT APPROVED LICENCE.
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

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.

Prov	vision of regulated entertainment (Please see guidance note	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 (if ticking yes, fill in box H)	(g)	
Pro	vision of late night refreshment (if ticking yes, fill in box I)		
<u>Sup</u>	ply of alcohol (if ticking yes, fill in box J)		
In all	cases complete boxes K, L and M		•

Plays Standard days and timings (please read			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
	ice note 8			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guida	nce note 5)	
Tue					
Wed		•	State any seasonal variations for performing player guidance note 6)	g (please read	
Thur					
Fri			Non standard timings. Where you intend to use the performance of plays at different times to those his on the left, please list (please read guidance note)	sted in the colu	
Sat					
Sun					

Films Standard days and timings (please read			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
guidan	ce note 8))		Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guida	ince note 5)	
Tue					
Wed			State any seasonal variations for the exhibition of guidance note 6)	films (please	read
Thur					
Fri			Non standard timings. Where you intend to use the left, please list (please read guidance note 7)		
Sat					
Sun	-				

Indoor sporting events Standard days and timings (please read guidance note 8)		nd read	Please give further details (please read guidance note 5)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 6)
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			

Boxing or wrestling entertainments Standard days and			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
	s (please i ce note 8			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guida	nce note 5)	
Tue			·		
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 6)		
Thur					
Fri			Non standard timings. Where you intend to use the boxing or wrestling entertainment at different time in the column on the left, please list (please read to be a standard timing).	es to those list	<u>ed</u>
Sat					
Sun					

Live music Standard days and timings (please read			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
	ce note 8		<i>g</i>	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guida	nce note 5)	
Tue					
Wed			State any seasonal variations for the performance (please read guidance note 6)	of live music	
Thur					
Fri			Non standard timings. Where you intend to use the performance of live music at different times to the column on the left, please list (please read guidant)	ose listed in the	
Sat					:
Sun					

Recorded music Standard days and timings (please read		nd	Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
	ce note 8		reut gardinee note ty	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guida	nce note 5)	
Tue					
Wed			State any seasonal variations for the playing of re (please read guidance note 6)	corded music	
Thur					
Fri			Non standard timings. Where you intend to use to playing of recorded music at different times to the column on the left, please list (please read guidant)	ose listed in the	
Sat					
Sun					

Performances of dance Standard days and			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors		
timing	s (please i ce note 8)	read	(Control Control Contr	Outdoors		
Day	Start	Finish		Both		
Mon			Please give further details here (please read gui	dance note 5)		
Tue			•			
Wed			State any seasonal variations for the performance of dance (please read guidance note 6)			
Thur						
Fri			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 (please read guidance note 7)			
Sat						
Sun						

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)		hat e), (f) or nd read	Please give a description of the type of entertainm providing	nent you will bo	
Day	Start	Finish	Will this entertainment take place indoors or	Indoors	
Mon			outdoors or both – please tick (please read guidance note 4)	Outdoors	
				Both	
Tue			Please give further details here (please read gui	dance note 5)	·
Wed					
Thur			State any seasonal variations for entertainment description to that falling within (e), (f) or (g) guidance note 6)		
Fri			·		
Sat			Non standard timings. Where you intend to use for the entertainment of a similar description to within (e), (f) or (g) at different times to those column on the left, please list (please read guidal please read guidal plea	to that falling listed in the	<u>es</u>
Sun			,		

Late night refreshment Standard days and timings (please read			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	
	ce note 8			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	idance note 5)	
Tue					
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 6)		
Thur					
Fri			Non standard timings. Where you intend to u for the provision of late night refreshment at a those listed in the column on the left, please list	lifferent times	
Sat			guidance note 7)		
Sun			·		

Supply of alcohol Standard days and timings (please read		nd	Will the supply of alcohol be for consumption – please tick (please read guidance note 9)	On the premises	
guidance note 8) PER EXISTING LICENCE)	8	Off the premises	
Day	Start	Finish		Both	
Mon			State any seasonal variations for the supply of read guidance note 6)	alcohol (pleas	e
Tue			PER EXISTING LICENECE		
Wed					
Thur			Non-standard timings. Where you intend to u for the supply of alcohol at different times to t column on the left, please list (please read guida	hose listed in t	
Fri			PER EXISTING LICENCE		
Sat					
Sun					

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).	
None.	
	9

Hours premises are open to the public Standard days and timings (please read guidance note 8) PER EXISTING LICENCE		olic nd read)	State any seasonal variations (please read guidance note 6) PER EXISTING LICENCE
Day	Start	Finish	
Mon			
Tue			
Wed			
			Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the
Thur			column on the left, please list (please read guidance note 7)
Fri			PER EXISTING LICENCE
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.
N/A

Please tick as ap	propriate
I have enclosed the premises licence	\boxtimes
 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 lice of it below	nce or part
Reasons why I have not enclosed the premises licence or relevant part of premises lice	nce.

. . .

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 11)

We will take the following steps to meet all four licensing objectives:

- Provide regular training for all staff to ensure they understand licensing laws and their responsibilities.
- Conduct periodic checks to ensure full compliance with licensing conditions.
- Designate a premises supervisor who will oversee all licensing matters and act as the main point of contact.
- Maintain open communication with local authorities and law enforcement to address any issues promptly.

b) The prevention of crime and disorder

CCTV will be installed: Cameras will cover key areas, including entrances, exits, and the bar, with footage securely stored for a minimum of 28 days and made available to law enforcement if required.

Notice of CCTV in use will be displayed on main doors: Signs will be clearly placed to inform patrons that CCTV is in operation.

Customers will not be allowed to leave premises with open containers: This rule will be enforced to prevent street drinking and reduce disorder.

A proof-of-age policy will be implemented: A Challenge 25 policy will require customers to show valid ID if they appear under 25.

An anti-drugs policy will be enforced: Anti-drug signage will be displayed, and regular checks of the premises will be conducted to ensure no illegal substances are used.

Additional conditions agreed with Council:

The Premises Licence Holder shall install and maintain a CCTV system at the premises giving coverage at all entry points and areas to which customers have access.

The CCTV system shall provide clear images in all lighting conditions.

The CCTV system shall continuously record whilst the premises are open for licensable activities and shall be capable of providing frontal identification of customers.

All CCTV recordings shall be retained for a minimum of 28 days and shall be date and time stamped.

CCTV recordings should be made available for inspection upon receipt of a request by the Police and Authorised Officer of the Licensing Authority. A member of staff shall always be present on the premises whilst they are open who is capable of operating the CCTV system and able to facilitate immediate viewing of CCTV footage upon the request of the Police and Authorised Officer of the Licensing Authority.

The Recording equipment and suitable tapes/discs/memory stick shall be kept in a secure environment under the control of the DPS or other responsible named individual. An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant, in the event of any failings actions taken are to be recorded. In the event of technical failure of the CCTV equipment the Premises Licence holder/DPS MUST report the failure to the Police on contact number '101' as soon as practicable following discovery of the malfunction

An incident log must be kept at the premises, and made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police, which must record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received
- (d) any incidents of disorder

- (e) seizures of drugs or offensive weapons
- (f) any refusal of the sale of alcohol
- (g) any visit by a relevant authority or emergency service

All staff engaged in the sale of alcohol to be trained in responsible alcohol retailing to the minimum standard of BIIAB Level 1 or any equivalent training course within 1 month of commencing employment at the premises. Where there are existing staff, this training shall be completed within 3 months of the date that this condition first appears on the licence. No person shall be authorised to sell or supply alcohol until this training is completed. Refresher training will be conducted at 6 monthly intervals. Training records shall be kept on the premises and produced to the police or an "authorised person" (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Herefordshire Council on demand.

No admission for new customers will be allowed to the premises after 23:30hrs.

No open containers will be removed from the premises

c) Public safety

A fire risk assessment will be completed: Emergency exits will be inspected, and all necessary fire safety measures will be put in place.

First aid equipment will be available: A fully stocked first aid kit will be kept on-site, and staff will be trained in basic first aid.

Free drinking water will be provided: Patrons will have access to clean, free drinking water at all times.

A no-smoking policy will be enforced indoors: Smoking will not be permitted inside the premises, and designated no-smoking areas will be created for families.

Additional conditions agreed with Council:

First aid

A First Aid Kit capable of treating for 21-50 people shall be kept fully stocked at the premises. Such kit shall contain:

- 1 x Guidance Leaflet
- 60 x Washproof Plasters
- 6 x Eve Pads with Bandage
- 8 x Triangular Bandages
- 12 x Safety Pins
- 16 x Assorted Sterile Dressings
- 20 Moist Wipes
- 3 Pairs Disposable Gloves

d) The prevention of public nuisance

Music levels will be reduced during the final hour of opening: Noise levels will be gradually lowered to minimize disturbances for nearby residents.

Signage will request patrons to keep noise levels down: Signs will be prominently displayed, reminding customers to respect neighbours when leaving.

Local taxi services will be promoted: Contact details for local taxi providers will be made available to ensure customers leave quietly and efficiently.

Additional conditions agreed with Council:

Noise or vibration shall not emanate from the premises so as to cause a nuisance.

The Premises Licence Holder or DPS must immediately comply with any request to adjust noise levels/ frequency spectra made by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police.

All doors and windows at the premises shall be kept closed after 2300hrs except during immediate access and egress.

Any speaker within the premises shall be directed away from any residential property

Loudspeakers shall not be located in any external area of the premises after 23:00hrs

Outside tables and chairs in the upper part of the beer garden shall be rendered unusable by 2300hrs each day.

Outside tables and chairs in the lower part of the beer garden shall be rendered unusable by 2400hrs each day

Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed at all exits to the premises requesting the public to respect the needs of local residents and to leave the premises and the area quietly.

Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed at all exits to any beer garden, patio area, smoking area or similar, requesting the public to respect the needs of local residents and to be quiet.

No licensable activity shall be undertaken in the outside areas after 2300hrs

e) The protection of children from harm

A proof-of-age policy will be enforced: A strict Challenge 25 policy will ensure no alcohol sales are made to underage individuals.

No-smoking areas will be provided for families: Clear, designated smoke-free zones will be created both indoors and outdoors for family use.

Additional conditions agreed with Council:

The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an authorised person' (as defined by Section 13 of the Licensing Act 2003) or the police or an authorised Trading Standards Officer of Herefordshire Council.

A written or electronic register of refusals will be kept including a description of the people who have been unable to provide required Identification to prove their age. Such records shall be kept for a period of 12 months and will be collected on a daily basis by the Designated Premises Supervisor and produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Herefordshire Council on demand.

No adult entertainment or services or activities must take place at the premises (Adult Entertainment includes, but is not restricted to, such entertainment or services which would generally include topless bar staff, striptease, lap-table, or pole-dancing, performances involving feigned violence or horrific incidents, feigned or actual sexual acts or fetishism, or entertainment involving strong and offensive language).

Checklist:

Please tick to indicate agreement

•	I have made or enclosed payment of the fee; or	\boxtimes
0	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.	
0	I have sent copies of this application and the plan to responsible authorities and others where applicable.	\boxtimes
•	I understand that I must now advertise my application.	\boxtimes
0	I have enclosed the premises licence or relevant part of it or explanation.	\boxtimes
0	I understand that if I do not comply with the above requirements my application will be rejected.	\boxtimes

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 (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	1414/25
Capacity	Licence Holder

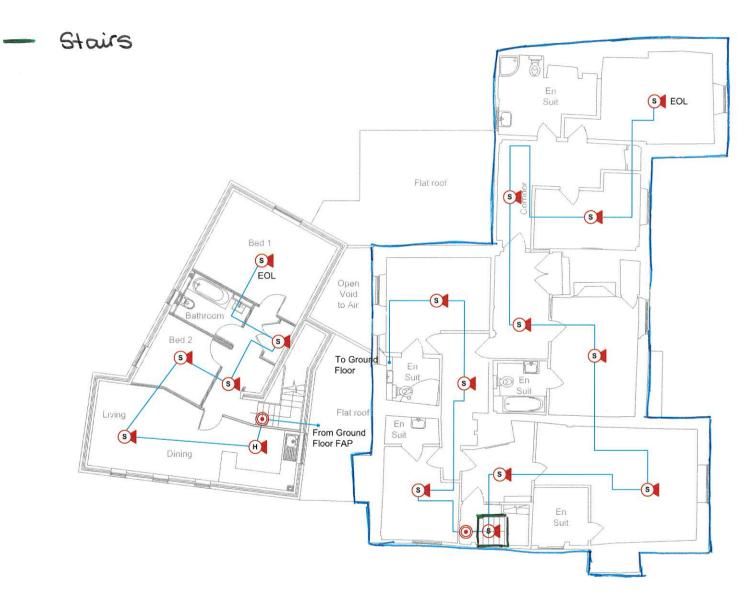
Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 14). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	1414125.
Capacity	Licence Holder

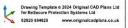
Contact name (where not previously with this application (please read gui	given) and address for correspondence associated dance note 15)
Post town	Post code







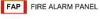
First Floor



LEGEND

FIRE ALARM





S SMOKE DETECTOR



SMOKE DETECTOR & SOUNDER



SMOKE DETECTOR & BEACON



SMOKE DETECTOR & SMOKE DETECTOR SOUNDER BEACON



H HEAT DETECTOR



CARBON MONOXIDE DETECTOR

CEILING VOID

FLOOR VOID



SOUNDER (CEILING)



SOUNDER (WALL)



BEACON (CEILING)



BEACON (WALL)



Rev Date Details

BeSecure > Protection Systems Ltd

BeSecure Protection Systems Ltd Hagley Showrooms, Bartestree, Hereford HR1 4BX



THE CROWN INN

Drawing Status AS FITTED

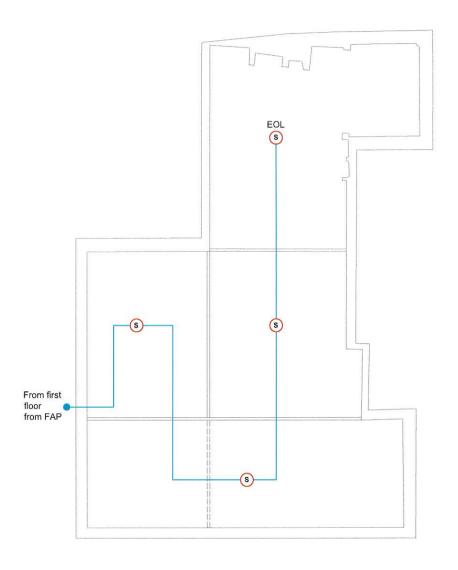
Date Scale CAD Tech Checked Approve 24.07.2024 1:100 BL MP SA

THE CROWN INN

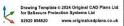
ROSS-ON-WYE HR9 7JZ

Drawing Title FIRST FLOOR FIRE ALARM LAYOUT

> Drawing Number - A3 BPS-E-101







LEGEND

FIRE ALARM



FAP FIRE ALARM PANEL





SMOKE DETECTOR & SOUNDER



SMOKE DETECTOR & BEACON



SMOKE DETECTOR & SOUNDER BEACON



H HEAT DETECTOR



M MULTI-DETECTOR



CV CEILING VOID















— WIRED IN FP 200 1..5MM

Rev Date Details

BeSecure ▶

Protection Systems Ltd

BeSecure Protection Systems Ltd Hagley Showrooms, Bartestree, Hereford HR1 4BX Tel: 01432 263416 www.besafebesecure.co.uk

THE CROWN INN

Drawing Status AS FITTED

Date Scale CAD Tech Checked Approve 24,07,2024 1:100 BL MP SA

THE CROWN INN LEA ROSS-ON-WYE

HR9 7JZ

Drawing Title ATTIC FIRE ALARM LAYOUT

Drawing Number Rev | Size АЗ BPS-E-201

