

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 _____ Hereford Rugby Football Club Ltd
(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: PR01960

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description

Hereford Rugby Football Club
Wyeside
Belvedere Lane

Post town	HEREFORD	Postcode	HR4 0PH
------------------	----------	-----------------	---------

Telephone number at premises (if any)	
---------------------------------------	--

Non-domestic rateable value of premises	Not Rated
-----------------------------------------	------------------

Part 2 – Applicant details

Daytime contact telephone number	██████████
-----------------------------------------	------------

E-mail address (optional)	████████████████████
----------------------------------	----------------------

Current postal address:	Hereford Rugby Football Club Wyeside Belvedere Lane
--------------------------------	-----------------------------------------------------------

Post town	HEREFORD	Postcode	HR4 0PH
------------------	----------	-----------------	---------

Part 3 - Variation

Please tick as appropriate

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

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

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you want the proposed variation to have effect in relation to the introduction of the late-night levy? (Please see guidance note 1) No ☒

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

Hereford RFC is an amateur club based in Hereford. The Club prides itself on being a social and family-orientated club that enjoys, celebrates, and ***promotes all things 'Rugby' and all things 'Charity'*** and this application is to enable the club to fulfil its ambitions in both areas.

The club boasts a busy match calendar for its seniors', men's, women's, junior's, mini's, and wheelchair rugby in the way of Hereford Harriers, offering membership options to meet every requirement – including full family, non-playing, and social. Memberships.

The grant of the Premises Licence in 2021 was incremental to the recent success of the club in developing sporting, social, and community activities and has enabled the club to welcome one and all.

With a healthy and growing membership, and building on recent success, the Management Team needs to maximise use of the premises and facilities the to take the club to the next level and make it a premier regional destination of choice.

To that end, development plans include hosting private celebrations such as significant birthdays, anniversaries, wakes, weddings, civil partnerships, baptisms, and christenings.

In respect of the charitable work of the HRFC, the club hosts events free-of-charge for charitable organisations, including: 'Bike the UK' which raises funds annually for Multiple Sclerosis, 'Foster Fest' – an annual event promoting and raising awareness and funds for fostering families run by Herefordshire Council, a charity event for MND, and presented a cheque to Gloucester RFC for £2000.

Having sadly lost two club members to Motor Neurone Disease and one to mental health challenges, the club is also committed to supporting Motor Neurone Disease charities and 'Men's Minds Matter' and in November 2024 fund-raising activities enabled the club to raise in excess of £7000.

We hope the information above demonstrates how important the proposed changes are to the future success and development of the club is to both its members, visitors, the wider community, and all who benefit from the actions and commitment of this dedicated Management Team and army of volunteers.

This application seeks to update the Premises Licence, bringing licensed hours in line with other venues and enable the club to partner with reputable promoters in support of both community events and commercial activities.

1) Extend Licensed Area to include a pitch-side bar and outdoor areas – new plans provided,

2) Extend licensed hours to include:

Sale of Alcohol (on and off the premises): Friday-Saturday to 10:00 – 02:00hrs

Live & Recorded Music: Friday-Saturday: 12:00 – 02:00hrs and Sunday 12:00 – 23:00hrs

Late Night Refreshment: Friday-Saturday 23:00 – 02:00hrs

NB. All OUTDOOR licensable activities will end no later than 23:00hrs.

3) Enhance the licence with additional conditions.

In producing this application, we have had regard to the amenity of the local area, the Licensing Act 2003, the Guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003 and the Herefordshire Council Statement of Licensing Policy.

Through the Licensing Guys Ltd, the applicant wishes to engage fully with all responsible authorities and other interested parties.

Should any person wish to discuss any aspect of the application or proposed activities, early contact and dialogue would be welcomed.

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 this application to vary is successful.

Provision of regulated entertainment (Please see guidance note 3)

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) ☐

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 8)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finis h		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 6)		
Thur					
Fri			<u>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</u> (please read guidance note 7)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 8)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finis h		Both	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 6)		
Thur					
Fri			<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> (please read guidance note 7)		
Sat					
Sun					

C

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

D

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

E

Live music Standard days and timings (please read guidance note 8)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	12:00	23:00	Please give further details here (please read guidance note 5)		
Tue	12:00	23:00	Live Music provided outdoors will end no later than 23:00hrs on any day.		
Wed	12:00	23:00	<u>State any seasonal variations for the performance of live music</u> (please read guidance note 6)		
Thur	12:00	23:00			
Fri	12:00	02:00	<u>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</u> (please read guidance note 7)		
Sat	12:00	02:00			
Sun	12:00	23:00	As per existing licence.		

F

Recorded music Standard days and timings (please read guidance note 8)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	
				Outdoors	
				Both	✓
Day	Start	Finish			
Mon	12:00	23:00	<u>Please give further details here</u> (please read guidance note 5)		
Tue	12:00	23:00	Recorded Music provided outdoors will end no later than 23:00hrs on any day.		
Wed	12:00	23:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 6)		
Thur	12:00	23:00			
Fri	12:00	02:00	<u>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</u> (please read guidance note 7)		
Sat	12:00	02:00	As per existing licence.		
Sun	12:00	23:00			

G

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

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing Any type of entertainment similar to the above, not including adult / relevant entertainment.		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	
Mon				Outdoors	
				Both	
Tue			<u>Please give further details here</u> (please read guidance note 5)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 6)		
Fri					
Sat			<u>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</u> (please read guidance note 7)		
Sun					

Late night refreshment Standard days and timings (please read guidance note 8)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 5)		
Tue			Late night refreshment provided outdoors will end no later than 23:00hrs on any day.		
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 6)		
Thur					
Fri	23:00	02:00	<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 7)		
Sat	23:00	02:00	As per existing licence.		
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption – please tick (please read guidance note 9)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	10:00	23:00	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 6) Alcohol sales for consumption ON the premises will end 30 minutes before closing every day to ensure adequate time for patrons to consume drinks. Alcohol sales provided outdoors will end no later than 23:00hrs on any day.		
Tue	10:00	23:00			
Wed	10:00	23:00			
Thur	10:00	23:00	<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> (please read guidance note 7) As per existing licence.		
Fri	10:00	02:00			
Sat	10:00	02:00			
Sun	10:00	23:00			

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 10).</p> <p>None.</p>

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			<u>State any seasonal variations</u> (please read guidance note 6)
Day	Start	Finish	
Mon	09:00	23:00	
Tue	09:00	23:00	
Wed	09:00	23:00	
			<u>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</u> (please read guidance note 7) As per existing licence.
Thur	09:00	23:00	
Fri	09:00	02:00	
Sat	09:00	02:00	
Sun	09:00	23:00	

<p>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.</p> <p><u>Prevention of Public Nuisance</u></p> <p>All regulated entertainment shall occur in the clubhouse only.</p>

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.

Not applicable.

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

As per existing licence.

b) The prevention of crime and disorder

As per existing licence.

c) Public safety

A current Fire Risk Assessment will be completed, maintained on the premises, and made available for inspection by any officer of a Responsible Authority on request.

Drinking Vessels – Outdoor Events

When a temporary bar is located in an outside area all drinks must be served in plastic/polycarbonate/safety material. If toughened/polycarbonate/plastic bottles cannot be provided by the suppliers, then all drinks will be dispensed and served in toughened/polycarbonate/plastic containers.

Drinking Vessels – General

Drinking vessels may not be taken away from the premises/grounds.

Event Management Plan - Outdoor Events involving Regulated Entertainment

This condition applies to events involving the provision of regulated entertainment. It does not apply to scheduled sporting events or competitions.

Any outdoor event with an expected attendance of 500 persons or more involving the provision of live or recorded music will be the subject of a detailed Event Management Plan (EMP) submitted to the Licensing Authority and all the members of the Safety Advisory Group (SAG) at least 3 months prior to the event.

Following consultation with the SAG, the Licensing Authority shall notify the premises licence holder in writing that the draft EMP is acceptable or unacceptable within one calendar month of receipt. Where notification is not received the draft EMP shall be deemed by the Premises Licence Holder to be agreed.

The outdoor event shall not take place until the draft Event Management Plan has been agreed by the Licensing Authority in consultation with the SAG. Once agreed no change shall be made to the draft EMP without the agreement of the Licensing Authority. The final EMP will be submitted to the Licensing Authority and all the Safety Advisory Group at least 14 days prior to the first day of the Festival each year. No further changes shall take place to this document without the agreement of the SAG.

The EMP will include details of:

- Health and Safety Responsibilities
- Venue and Site Design
- Fire Safety
- Major Incident Planning (Emergency planning)
- Communication
- Crowd Management (including steward and security numbers and their roles)
- Transport
- Management Structures
- Barriers
- Electrical Installations and Lighting
- Food and Alcohol
- Drinking Water Provision and Facilities
- Merchandising and Special Licensing
- Amusements
- Attractions and Promotional displays
- Sanitary Facilities
- Waste Management
- Sound: Noise and Vibration, Special Effects, Fireworks and Pyrotechnics
- Camping
- Facilities for People with disabilities
- Medical, Ambulance and First Aid Management
- Information and Welfare
- Children - including Lost Children's Policy
- Performers
- TV and Media

d) The prevention of public nuisance

General

The premises licence holder will operate the business with general consideration in respect of the surrounding areas, neighbours and businesses.

No waste such as bottles or refuse shall be placed outside the premises between 2200 hours and the end of licensable activities.

Regulated entertainment will not be provided in any outdoor area after 23:00hrs.

Doors & Windows

When regulated entertainment is provided all windows will be kept shut, with the exception of ingress or egress, after 2300 hours.

Sound Monitoring & Recording

Where regulated entertainment is provided, the premises licence holder or DPS or a responsible person nominated in writing will regularly monitor noise emanating from the premises to ensure that noise levels are reasonable, unlikely to be a nuisance or complaint, and will make necessary adjustments to reduce volumes or bass where necessary.

A written record shall be kept on the premises detailing the name of the person carrying out the monitoring, the monitoring locations, the date and time and the result obtained. Such record shall be made available on demand of an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or police.

The Premises Licence Holder or DPS shall 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.

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.

e) The protection of children from harm

As per existing licence.

Checklist:

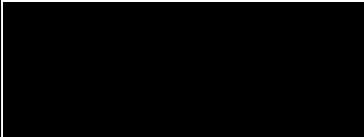
Please tick to indicate agreement

- 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, 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	 Reba Danson for TL Guys Ltd
Date	02/04/2025
Capacity	Licensing Consultant

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

The Licensing Guys,
PO Box 303

Post town	LLANYNYNECH, Shropshire	Postcode	SY10 1Z
-----------	-------------------------	----------	---------

Telephone number (if any)	07983 922180
---------------------------	--------------

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)
reba@thelicensingguys.com






THE
LICENSING GUYS
KEEPING YOU LEGAL AND TRADING

Hereford RFC
Wyese
Belvedere Lane
HEREFORD
HR4 0PH

Outdoor Area Plan



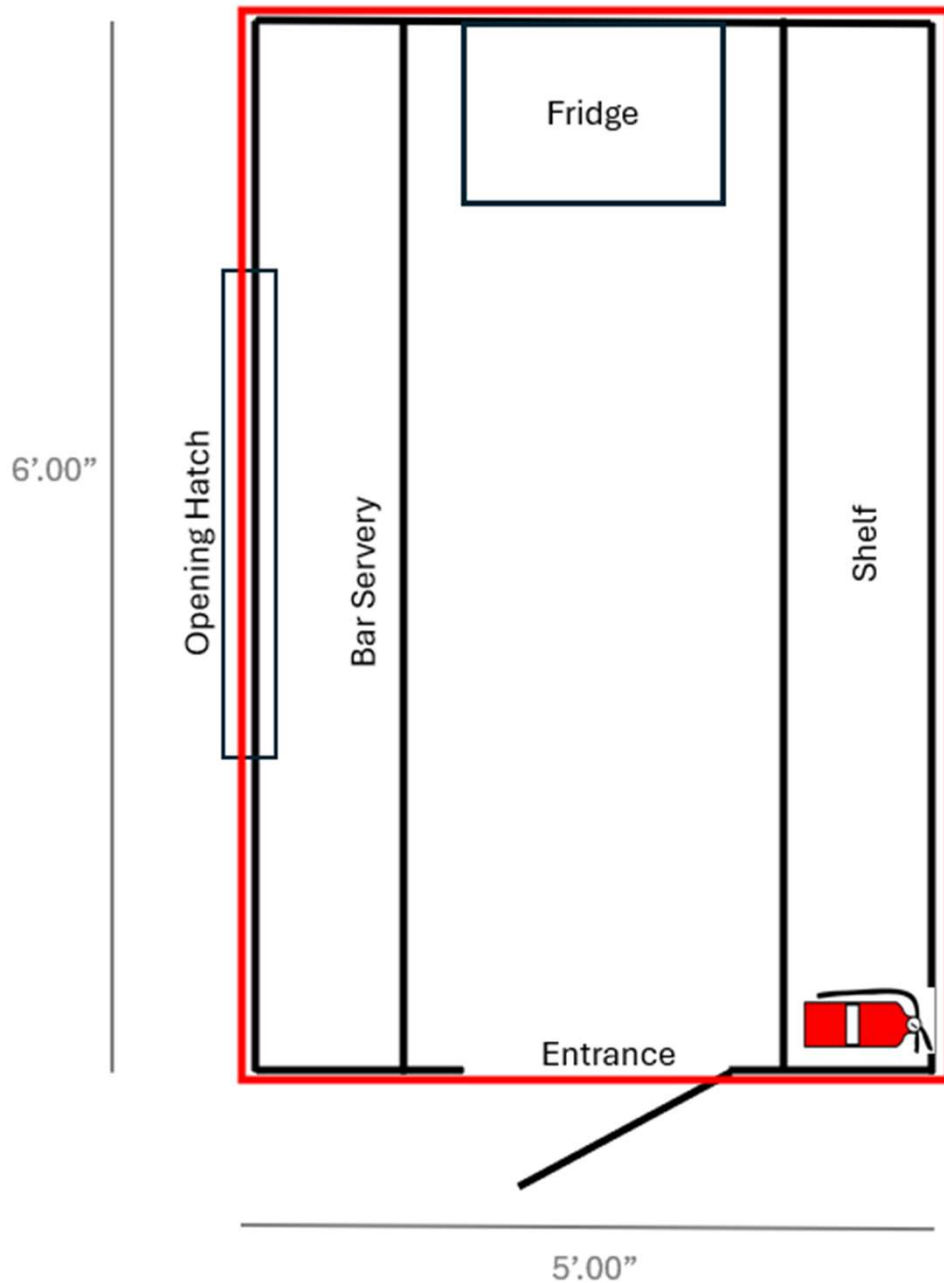
-  Licensed area
-  Main Entrance/Exit
-  Emergency Exits – in use for outdoor events only



THE
LICENSING GUYS
KEEPING YOU LEGAL AND TRADING

Hereford RFC
Wyese
Belvedere Lane
HEREFORD
HR4 0PH

Mobile External Bar



Licensed area

Fire Extinguisher - Water