

Temporary Event Notice

Before completing this notice, please read the guidance notes at the end of the notice. If you are completing this notice by hand, please write legibly in block capitals. In all cases, ensure that your answers are inside the boxes and written in black ink or typed. Use additional sheets if necessary. You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)			
1. Your name			
Title	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname	DONNELL		
Forenames	WAYNE		
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname			
Forenames			
3. Your date of birth	31-12-1978	Day 31	Month 12
		Year 78	
4. Your place of birth	SANDHILL		
5. National Insurance Number	SW 24 33 58 C		
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)			
BAY HORSE INN " COLWALL STREET FELLING			
Post town	GATSHED	Postcode	NE10 9HH
7. Other contact details			
Telephone numbers Daytime	0191 447 6762		
Evening (optional)			
Mobile (optional)	07599 677302		
Fax number (optional)			
E-Mail address (if available)	Waydon@hotmail.co.uk		
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)			

Post town	Postcode
9. Alternative contact details (if applicable)	
Telephone numbers: Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail address (if available)	

2. The premises	
Please give the address of the premises where you intend to carry on the licensable activities or, if it has no address, give a detailed description (including the Ordnance Survey references) (Please read note 2)	
<p style="text-align: center;"> <i>Bay Horse Inn</i> <i>11 Colwell Street</i> <i>Felling</i> <i>NE10 9HH</i> </p>	
Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below.	
Premises licence number	<i>00CH 04215</i>
Club premises certificate number	
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Please describe the nature of the premises below. (Please read note 4)	
<i>Public House</i>	
Please describe the nature of the event below. (Please read note 5)	
<p> <i>RETURN FROM WEDDING RECEPTION</i> <i>I GET MARRIED ON 15th June 2014.</i> <i>COACHS will be leaving Bay horse inn &</i> <i>returning to Bay horse inn.</i> </p>	

I would like my guest to be able to enter
 Bay horse into, have a drink & event for Paris

3. The licensable activities	
Please state the licensable activities that you intend to carry on at the premises (please tick all licensable activities you intend to carry on). (Please read note 6)	
The sale by retail of alcohol	<input checked="" type="checkbox"/>
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	<input type="checkbox"/>
The provision of regulated entertainment (Please read note 7)	<input type="checkbox"/>
The provision of late night refreshment	<input type="checkbox"/>
Are you giving a late temporary event notice? (Please read note 8)	<input type="checkbox"/>
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 9)	
16th June 2019	
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 10)	
00-00 - 02-00 We will be charging the Bay horse in @ 2300 hours on 15th so that the event is totally private	
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 11)	
If the licensable activities will include the sale or supply of alcohol, please state whether these will be for consumption on or off the premises, or both (please tick as appropriate). (Please read note 12)	On the premises only <input checked="" type="checkbox"/>
	Off the premises only <input type="checkbox"/>
	Both <input type="checkbox"/>

Please state if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment (including, but not limited to lap dancing and pole dancing). (Please see note 13)

4. Personal licence holders (Please read note 14)		
Do you currently hold a valid personal licence? (Please tick)		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority	LAMBETH, LONDON Borough of	
Licence number	245	
Date of issue		
Any further relevant details		


5. Previous temporary event notices you have given (Please read note 15 and tick the boxes that apply to you)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in that same calendar year		
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues (Please read note 16 and tick the boxes that apply to you)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your associate(s) have given for events in the same calendar year.		
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices (including the number of late temporary event notices, if any) your business colleague(s) have given for events in the same calendar year.		

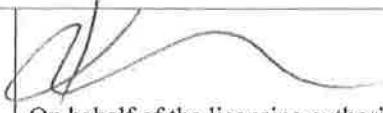
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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7. Checklist (Please read note 17)	
I have: (Please tick the appropriate boxes, where applicable)	
Sent at least one copy of this notice to the licensing authority for the area in which the premises are situated	<input type="checkbox"/>
Sent a copy of this notice to the chief officer of police for the area in which the premises are situated	<input type="checkbox"/>
Sent a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	<input type="checkbox"/>
If the premises are situated in one or more licensing authority areas, sent at least one copy of this notice to each additional licensing authority	<input type="checkbox"/>
If the premises are situated in one or more police areas, sent a copy of this notice to each additional chief officer of police	<input type="checkbox"/>
If the premises are situated in one or more local authority areas, sent a copy of this notice to each additional local authority exercising environmental health functions	<input type="checkbox"/>
Made or enclosed payment of the fee for the application	<input type="checkbox"/>
Signed the declaration in Section 9 below	<input type="checkbox"/>

8. Condition (Please read note 18)
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the sale or supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 19)	
The information contained in this form is correct to the best of my knowledge and belief.	
I understand that it is an offence: (i) to knowingly or recklessly make a false statement in or in connection with this temporary event notice and that a person is liable on summary conviction for such an offence to a fine of any amount; and (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on summary conviction for any such offence to a fine of any amount, or to imprisonment for a term not exceeding six months, or to both.	
Signature	
Date	16/05/19
Name of Person signing	MR WAYNE DONNELLY

For completion by the licensing authority

10. Acknowledgement (Please read note 20)	
I acknowledge receipt of this temporary event notice.	
Signature	 On behalf of the licensing authority
Date	16/05/19
Name of Officer signing	KIRSTY WARK

GATEHEAD COUNCIL
16 MAY
LICENSING

Licensing Act 2003

Premises Licence

 Premises Licence Number **00CH 04215**
Part 1 - Premises Details

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

 The Bay Horse
 11 Coldwell Street
 Felling

Post town

Gateshead

Postcode

NE10 9HH

Telephone number

Where the licence is time limited, the dates

Not applicable

Licensable activities authorised by the licence

1. The sale by retail of alcohol
2. The provision of regulated entertainment:
 live and recorded music and provision of facilities for making music (all indoors)

The times the licence authorises the carrying out of licensable activities

For the supply of alcohol:
Standard days and timings:

Sunday to Thursday	10:00 to 23:00 hours
Friday and Saturday	10:00 to 00:00 hours (midnight)

Non standard timings:

Sunday preceding Bank Holiday Monday	10:00 to 00:00 hours (midnight)
Bank Holiday Monday	10:00 to 00:00 hours (midnight)
Christmas Eve, Christmas Day and Boxing Day	10:00 to 00:00 hours (midnight)
New Years Eve	10:00 hours to last permitted hour on New Years Day

For the provision of regulated entertainment:
Standard days and timings:

Friday and Saturday	19:00 to 23:45 hours
Sunday	19:00 to 22:45 hours

Non standard timings:

Sunday preceding Bank Holiday Monday	19:00 to 23:45 hours
Bank Holiday Monday	19:00 to 23:45 hours
Christmas Eve, Christmas Day, Boxing Day	19:00 to 23:45 hours
New Years Eve	10:00 hours to last permitted hour on New Years Day

The opening hours of the premises

Sunday to Thursday	10:00 to 23:30 hours
Friday and Saturday	10:00 to 00:30 hours
Sunday preceding Bank Holiday Monday	10:00 to 00:30 hours
Bank Holiday Monday	10:00 to 00:30 hours
Christmas Eve	10:00 to 00:30 hours
Christmas Day	10:00 to 00:30 hours
Boxing Day	10:00 to 00:30 hours
New Years Eve	10:00 hours to 30 minutes after the last permitted hour on New Years Day

Where the licence authorises supplies of alcohol, whether these are **On** and/or **Off** supplies

On and off supplies

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Mr Wayne Donnelly
4 Pavilion Court
Toward Road
Sunderland
SR1 2QW

Registered number of holder, for example company number, charity number (where applicable)

Not applicable

Name, address and telephone number of Designated Premises Supervisor where the premises licence authorises the sale of alcohol.

Mr Wayne Donnelly
4 Pavilion Court
Toward Road
Sunderland
SR1 2QW

Personal Licence number and issuing authority of personal licence held by Designated Premises Supervisor where the premises licence authorises the supply of alcohol.

245 London Borough of Lambeth

Signature on behalf of the issuing licensing authority

Date Of Issue : 4 August 2016

Elaine Rudman

Environmental Health, Licensing and Enforcement Manager
Development & Public Protection

Supply of alcohol

1. No supply of alcohol may be made under the premises licence;
 - (a) At a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) At a time when the designated premises supervisor does not hold a personal licence or his or her personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises-
 - (a) Games or other activities which require or encourage, or are designed to require or encourage, individuals to-
 - i. Drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. Drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) Provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) Provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) Selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) Dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either –
 - (a) A holographic mark, or
 - (b) An ultraviolet feature.
6. The responsible person must ensure that –
 - (a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –

- i. Beer or cider: ½ pint;
 - ii. Gin, rum, vodka or whisky: 25ml or 35ml; and
 - iii. Still wine in a glass: 125ml.
- (b) These measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) Where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Prohibition on sale of alcohol below cost of duty plus VAT

1. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
2. For the purposes of the condition set out in paragraph 1 –
 - a. 'Duty' is to be construed in accordance with the Alcoholic Liquor Duties Act 1979.
 - b. 'Permitted price' is the price found by applying the formula –

$$P = D + (D \times V)$$
 Where -
 - i. P is the permitted price,
 - ii. D is the rate of duty chargeable in relation to the alcohol as if duty were charged on the date of the sale or supply of the alcohol, and
 - iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol.
 - c. 'Relevant person' means, in relation to premises in respect of which there is in force a premises licence –
 - i. The holder of the premises licence,
 - ii. The designated premises supervisor (if any) in respect of such a licence, or
 - iii. The personal licence holder who makes or authorises a supply of alcohol under such a licence.
 - d. 'Relevant person' means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question, and
 - e. 'value added tax' means value added tax charged in accordance with the Value Added Tax Act 1994.
3. Where the permitted price given by paragraph b of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
4.
 - a. Sub-paragraph b below applies where the permitted price given by paragraph b of paragraph 2 on a day ('the first day') would be different from the permitted price on the next day ('the second day') as a result of a change to the rate of duty or value added tax.
 - b. The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Door Supervision

Any person(s) required to be on the premises to carry out a security activity must be authorised to carry out that activity by a licence granted under the Private Security Industry Act 2001 or be entitled to carry out that activity by virtue of Section 4 of that Act.

Annex 2 - Conditions consistent with the operating schedule.

1. The Licence Holder, Designated Premises Supervisor (if any) or some responsible person over the age of 18 years nominated by the Licence Holder in writing, shall be in charge and present in the licensed premises at all times when they are open for the purpose of this Licence, and there shall also be during such times, a sufficient staff of competent attendants on duty on the premises for the purpose of securing safety. The person in charge shall not be engaged in any duty which will prevent him from exercising a general supervision.
2. There shall be in the licensed premises no exhibition, recitation, acting, singing or dancing which is of an obscene character or is in any way offensive to public decency or calculated to incite any breach of the peace or disorder.
3. No drunkenness or disorder shall be permitted in the licensed premises.
4. No exhibition, demonstration or performance of hypnotism shall take place at the premises except with the written approval of the Licensing Authority and subject to any conditions attached to such approval. Application for consent shall be made, and a detailed description of the proposed event furnished to the Licensing Authority not less than 14 days before the day on which it is to take place.
5. On those occasions when disabled or handicapped persons are present on the premises such special arrangements as may be necessary in the circumstances shall be made, so as to enable all persons to leave the premises safely in the event of fire.
6. In the case of those special effects with safety implications listed below the Licence holder shall give at least 10 working days notice to the Licensing Authority of their proposed use.
7. Except with the prior written approval of the licensing authority and subject to any conditions which may be attached to such approval no special effects shall be used on the premises.

Special effects include:

- i. dry ice machines and cryogenic fog
 - ii. smoke machines and fog generators
 - iii. pyrotechnics, including fireworks
 - iv. real flame
 - v. firearms
 - vi. motor vehicles
 - vii. strobe lighting
 - viii. lasers (see HSE guide 'The radiation safety of lasers used for display purposes' HS(G)95 and BS en 60825: 'Safety of laser products')
 - ix. explosives and highly flammable substances
8. The Licence Holder shall ensure that no noise or vibration emanating from the licensed premises is such as to cause a nuisance to persons in the vicinity.
 9. The Licence Holder, shall be fully and totally responsible for the carrying out of each and every one for these terms and conditions, and for the safety of persons and employees on the premises in the event of emergency.
 10. The licence holder shall ensure that a register is kept at the licensed premises in a form approved by the licensing authority showing the following details for each period of duty of any door supervisors employed at the premises, namely:
 - a. Name, date of birth, registration details and residential address
 - b. Date and time when that person commenced duty with a signed acknowledgement by that person
 - c. The date and time when that person finished duty with a signed acknowledgement by that person
 - d. Details of any times during the above period when that person was not on duty, with a signed acknowledgement by that person.
 11. The Premises Licence Holder and Designated Premises Supervisor shall ensure that at all times when the premises are open for any licensable activity, there are sufficient, competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder.

12. All members of staff at the premises shall seek 'credible photographic proof of age evidence' from any person who appears to be under the age of 25 years and who is seeking access to the premises or is seeking to purchase or consume alcohol on the premises. Identification which shall be accepted as proof of age must bear the holder's photograph, date of birth, and either a holographic mark or ultraviolet feature. Examples of acceptable ID include photocard driving licence, passports, military identification or proof of age cards bearing the 'PASS' hologram.
13. All staff shall be trained in accordance with the Licensing Act 2003 prior to making sales of alcohol. The training will include the prevention of underage sales, proxy purchasing, sales to drunks, zero tolerance to drugs, the 'Challenge 25' policy and correct forms of ID. The training will be followed up by tests, and on-going refresher training minimum every 6 months. The training manual and all staff documented training records will be made available to Officers of the Local Authority or Northumbria Police upon request.
14. No patrons shall be allowed to leave the premises whilst in the possession of any open drinking vessel, open bottle or can, whether empty or containing any alcoholic beverage.
15. No customers carrying open or sealed containers containing alcoholic beverages intended for consumption on the premises shall be admitted to the premises at any time.
16. No irresponsible sales promotions of alcoholic beverages shall be offered to customers.
17. A sign will be located on the premises indicating the standard hours during which the sale of alcohol is permitted.
18. Appropriate notices to be displayed prominently on the premises stating that transactions in goods (e.g. illegal tobacco) will not be tolerated and will result in the culprit being barred from the premises and the relevant authorities notified.
19. Staff will be advised/trained to be aware of such transactions and how to deal with and prevent them.
20. The Designated Premises Supervisor or other responsible person appointed by the Designated Premises Supervisor shall take part in local Pubwatch meetings as and when they are operating. Full engagement including explanation of what the scheme requires as well as the frequency of such meetings shall be done by the local Neighbourhood Policing Team with the Designated Premises Supervisor or other responsible person prior to any such scheme taking place.
21. A CCTV system shall be designed, installed and maintained in proper working order, to the satisfaction of, and in consultation with, Northumbria Police. Such a system shall:-
 - a. Be operated by properly trained staff;
 - b. Be in operation at all times that the premises are open;
 - c. Ensure coverage of all public entrances and exits, till areas and other areas as required by Northumbria Police;
 - d. Be kept in a secure environment under the control of the Designated Premises Supervisor or other responsibly named individual.
 - e. Have a member of staff present and trained in the retrieval of CCTV footage, with the ability to download the relevant footage onto a disc at the request from Northumbria Police;
 - f. Cover the inside and outside of the premises.
 - g. Be to an identification standard of all persons entering the premises.
 - h. Provide continuous recording facilities for each camera to a high standard of clarity. Such recordings shall be retained on tape/disc/hard drive or otherwise for a minimal period of 28 days and shall be supplied to a Police Officer and an Authorised Officer of the Local Authority on request. Images recorded are to be retained in an unedited format and the CCTV system must continually record whilst the premises is open to the public.
22. Notices informing customers of the operation of CCTV shall be prominently displayed.

Annex 3 - Conditions attached after a hearing with the Licensing Authority

Not applicable

Annex 4 - Copy of plan