

Pecyn Dogfennau Cyhoeddus

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG

Ty Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG



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Am unrhyw ymholiad yn ymwneud â'r agenda hwn cysylltwch â Rebecca Barrett
(Rhif Ffôn: 01443 864245 Ebst: barrerm@caerphilly.gov.uk)

Dyddiad: Dydd Mercher, 17 Ionawr 2018

Annwyl Syr/Fadam,

Bydd cyfarfod **Is-bwyllgor Trwyddedu a Gamblo** yn cael ei gynnal yn **Siambwr y Cyngor, Tŷ Penallta, Tredomen, Ystrad Mynach** ar **Dydd Mawrth, 23ain Ionawr, 2018** am **10.00 am** i ystyried materion a gynhwysir yn yr agenda canlynol. Mae croeso i chi ddefnyddio'r iaith Gymraeg yn y cyfarfod, a dylid rhoi cyfnod rhybudd o 3 diwrnod gwaith os ydych yn dymuno gwneud hynny. Bydd cyfieithu ar y pryd yn cael ei ddarparu ar gais.

Yr eiddoch yn gywir,

Christina Harrhy
PRIF WEITHREDWR DROS DRO

A G E N D A

Tudalennau

- 1 I dderbyn ymddiheuriadau am absenoldeb.
- 2 Datganiadau o Ddiddordeb.

Atgoffi'r Cyngorwyr a Swyddogion o'u cyfrifoldeb personol i ddatgan unrhyw fuddiannau personol a/neu niweidiol mewn perthynas ag unrhyw eitem o fusnes ar yr agenda hwn yn unol â Deddf Llywodraeth Leol 2000, Cyfansoddiad y Cyngor a'r Cod Ymddygiad ar gyfer Cyngorwyr a Swyddogion.

I dderbyn ac ystyried yr adroddiad canlynol:-

- 3 Cais ar gyfer Trwydded Eiddo Newydd mewn perthynas â CRP Oakdale, 12 Adeiladau Canolog, Oakdale, Coed Duon, NP12 0LR.

1 - 52

A greener place Man gwyrddach

Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat



Cylchrediad:

Cynghorwyr D.W.R. Preece (Cadeirydd), J. Ridgewell a R. Whiting

A Swyddogion Priodol



LICENSING AND GAMBLING SUB-COMMITTEE

REPORT BY LICENSING OFFICER

DATE OF MEETING: 23rd January 2018

1. Application Details

<u>Applicant</u>	<u>Premises</u>	<u>Application Type</u>
Oakdale Rugby Football Club	Oakdale RFC 12 Central Buildings Oakdale Blackwood NP12 0LR	New Premises Licence

1.1 Application for Grant of a Premises Licence

Application is made consistent with provisions of Section 17 of the Licensing Act 2003 to permit a range of licensable activities for premises. The premise currently has a Club Premises Certificate in place.

The application is subject to full consideration with Responsible Authorities and Other Persons and therefore can be the subject of relevant representations.

1.2 Site Plan

A location plan is reproduced as **Appendix 1**

The application and plan of the licensed area is reproduced as **Appendix 2**

1.3 Proposed Trading Times and Licensable Activity

(i) <u>Hours premises are open to public</u>	
Mon	12.00 to 01.30
Tue	12.00 to 01.30
Wed	12.00 to 01.30
Thur	12.00 to 01.30
Fri	12.00 to 02.30
Sat	11.00 to 02.30
Sun	11.00 to 01.30

The application for the grant of a Premises Licence seeks to permit the following Licensable Activities:

Supply of alcohol

Monday – Thursday, inclusive 12.00 to 01.00

Friday 12.00 to 02.00

Saturday 11.00 to 02.00

Sunday 11.00 to 01.00

Non Standard timings including bank holidays, Xmas Eve and other ad hoc events between 07.30 to 03.00

Live Music

Monday – Sunday, inclusive 12.00 to 00.00

Non Standard timings for New Years Eve, Xmas Eve, Boxing Day & Weekends preceding a bank holiday between 12.00 to 01.00. Outside music between May to September between 15.00 to 22.00

Recorded Music

Monday – Thursday, inclusive 12.00 to 01.00

Friday 12.00 to 02.00

Saturday 11.00 to 02.00

Sunday 11.00 to 01.00

Non Standard timings for New Years Eve, Boxing Day, weekends preceding bank holiday and broadcast of live sporting events from 07.30 to 03.00

Outside music between May to September between 12.00 to 22.00

Late Night Refreshment

Monday – Thursday, inclusive 23.00 to 01.00

Friday & Saturday 23.00 to 02.00

Sunday 23.00 to 01.00

Plays & Films

Monday – Sunday, inclusive 12.00 to 00.00

1.3.1 The following steps have been volunteered by the applicant as part of the Operating Schedule, to promote the Licensing Objectives, and are reproduced directly from the application:-

1. SA01 - All staff to be trained in the prevention of underage sales to a level commensurate with their duties. All such training to be updated as necessary, for instances when legislation changes, and should include training on how to deal with difficult customers. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable.
- 2(a) SA02 - An approved proof of age scheme shall be adopted, implemented and advertised within the premise such as 'Challenge 25' whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under 25 years of age. Acceptable proof of age shall include

identification bearing the customers photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.

- (b) Publicity materials notifying customers of the operation of the Challenge 25 scheme shall be displayed at the premises, including a Challenge 25 sign of at least A5 size at the entrance to the premises and where practicable at each point of sale.
3. SA06 - All staff with a responsibility for supplying or selling alcohol shall be vigilant in preventing adults buying alcohol on behalf of persons who are under 18 and will refuse such sales where they suspect that this may be about to occur.
4. TR01 - The premises licence holder shall provide training for all staff to ensure that they are familiar with all means of ingress and egress and the appropriate procedures in case of any emergencies that require an immediate evacuation of the premises. A record of the training shall be maintained and shall be available upon request by authorised members of the Licensing Authority or a constable.
5. TR02 - All staff are to be trained with respect to underage sales, such training to be updated as necessary when legislation changes and should include training in how to refuse sales to difficult customers.
6. CC01 - CCTV shall be in use at the premises.

(i)Where a CCTV system is to be installed, extended or replaced, it shall be to an appropriate standard as agreed with the Licensing Authority in consultation with the Police. Where a CCTV system is to be installed, it shall be fully operational by 1st December 2017.

(ii)The CCTV equipment shall be maintained in good working order and continually record when licensable activity takes place and for a period of two hours afterwards;

(iii)The premises licence holder shall ensure images from the CCTV are retained for a period of 31 days. This image retention period may be reviewed as appropriate by the Licensing Authority;

(iv)The correct time and date will be generated onto both the recording and the real time image screen;

(v)If the CCTV equipment (including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure the designated premises supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority and the Police shall be informed when faults are rectified;

(vi)The premise licence holder shall ensure that there are trained members of staff available during licensable hours to be able to reproduce and download CCTV images

into a removable format at the request of any authorised officer of the Licensing Authority or a constable;

(vii) There shall be clear signage indicating that CCTV equipment is in use and recording at the premises during opening hours.

7. CC04 - A plan of the premises shall be annotated to show the location of all CCTV cameras within the premises, such a plan to be submitted to the Licensing Authority by the 1st December 2017. Such a plan to be regularly updated in the event of any changes to the location of such cameras.
8. DA02 - The premises licence holder shall ensure that a clearly visible notice will be placed on the premises advising those attending, that the Police will be informed if anyone is found in possession of controlled substances or weapons.
9. CE01- Careful consideration should be given as the circumstances in which these conditions may be pertinent i.e. main use cinema or video juke boxes in pubs and clubs. No film shall be exhibited unless –
 - (i) it has received a 'U', 'PG', '12A', '15' or '18' certificate of the British Board of Film Classifications; or
 - (ii) it is a current newsreel, which has not been submitted to the British Board of Film Classification;
 - (iii) no film classified as R18 may be exhibited in these premises.
10. CE02 - No person apparently under the age of eighteen years shall be admitted to any exhibition at which there is to be shown any film, which has received, a '18' certificate from the British Board of Film Classification. In such circumstances a "Challenge 25" policy should be adhered to and valid proof of age required before admittance.
11. DC05 - The premise licence holder shall require the Designated Premises Supervisor, or in his/her absence other responsible person, to keep an "Incident Report Register" in a bound book, in which full details of all incidents are recorded. This shall be completed as soon as possible and in any case no later than the close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry. The register is to be kept on the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a constable when required.
12. FA01 - For events where it is anticipated that more than 100 persons will be in attendance or where an activity is taking place that is likely to give rise to personal injury (e.g. indoor sporting events/use of special effects/etc.), the premises licence holder shall ensure that first aid provision is available at all times that licensable activity is taking place and shall have a suitably qualified first-aider on the premises during that period.
13. GS01 - All doors and fastenings shall at all times be kept in proper working order.
14. GS15 - Emergency exits will be kept clear of obstructions at any time when licensable activities are taking place.

15. GS16 - A continuous handrail shall be securely fixed on each side of all staircases, steps and landings at a height of not less than 840 mm nor more than 1 metre, measured vertically from the pitch line, except that only one such handrail need be provided to such staircases, flights of steps or landings which are less than 1 m wide. Where a staircase is 1.8 metres or more in width, a central handrail shall, in addition, be provided, properly supported and secured to the steps.
16. GS17 - The premises licence holder shall provide training for all staff to ensure that they are familiar with all means of ingress and egress and the appropriate procedures in case of any emergencies that require an immediate evacuation of the premises. A record of the training shall be maintained and shall be available upon request by an authorised officer of the Licensing Authority or a constable.
17. GS19 - Predetermined arrangements shall be made for alerting staff in the event of any emergency. These arrangements shall be of such a nature not to alarm the public.
18. GS20 - All employees or persons involved in the organisation and control of events shall have allotted to them specified duties to be performed in the event of fire, panic or other emergency. Such duties shall aim at the avoidance of panic and the safe evacuation of the premises where necessary rather than the extinction of fire.
19. GS21 - All exit doors shall be easily opened without the use of key, card, code or similar means.
20. GS23 - Arrangements must be in place to ensure that all parts of the premises that members of the public may use, whether this be regularly or only in case of emergency are suitably illuminated during times of use (this includes internal and external areas, for example such as corridors, lobbies, emergency exits, car parks etc.)
21. GS25 - Where the premises, or parts of the premises may be hired out by third parties or be used by events promoters, the premises licence holder must ensure that there are appropriate arrangements in place that will ensure that as far as is possible, the third party is aware of the licensing conditions and has in place their own arrangements which will ensure that the licensing objectives are not compromised.
22. GS29 - All gangways, passages, staircases and exit ways must at all times be kept entirely free from chairs or any other obstructions and from any article of substance which may cause a person to slip, trip or fall.
23. GB01 - The Licensee shall ensure that any bottles or glasses are removed from persons leaving the premises.
24. NP02 - Amplified music shall not be played at a level that will cause unreasonable disturbance to the occupants of any properties in the vicinity.
25. NP28 - The premises licence holder shall take all reasonable steps to ensure that patrons using any outside areas (*such as terraces and beer gardens*) do so in a quiet and orderly fashion.

- 26. NP61 - The premises supervisor, manager or other competent person shall manage any outdoor area to ensure that customers do not behave in a noisy, rowdy or offensive manner.
- 27. PS04 - The premises holder shall ensure that the burglar alarm shall be maintained and implemented at the premises.
- 28. CV04 - Children must be accompanied by a responsible adult.

1.4 RELEVANT CONSIDERATIONS

Caerphilly County Borough Council Licensing Policy

National Guidance

1.5 RELEVANT REPRESENTATIONS RECEIVED DURING APPLICATION PROCESS

1.5.1 Responsible Authorities:

Environmental Health Officer (Pollution Team)

Document	Date Received	Appendix Reference
Initial Representation	4 th December 2017	Appendix 3
Supplementary Comments	5 th January 2018	Appendix 4

Licensing Authority

Document	Date Received	Appendix Reference
Initial Representation	14 th December 2017	Appendix 5
Supplementary Comments	5 th January 2018	Appendix 5

1.5.2 Other Persons:

Residents

During the consultation period, the Licensing Authority received a representation from a local resident.

Following receipt of the resident's representation the Environmental Health Officer proposed a further condition to potentially address her concerns in relation to noise from patrons and live and recorded music which was agreed by the applicant. The resident was contacted following this further condition being agreed but wished to maintain her objection to the application. The resident confirmed that in view of her circumstances she is unable to attend the hearing and give permission for her representation to be read out.

Document	Date Received	Appendix Reference
Initial Representation	20 th December 2017	Appendix 6

1.6 SUMMARY OF REPRESENTATIONS

Environmental Health Officer (Pollution Team)

Having considered the application, the Environmental Health Officer raises no objection to the application but proposed a number of conditions relevant to the prevention of public nuisance licensing objective. These included restriction of use of the outside area (Beer garden), noise management and restriction on consumption of alcohol to the front of the premise which were accepted by the applicant.

Licensing Authority

Having considered the application, the Licensing Authority Officer raises no objection to the application but proposed a number of conditions relevant to the prevention of public nuisance licensing objective. As a result of these representations the applicant agreed that all licensable activities would cease at 02.00, this also applying to non-standard timings.

Other Person - Resident

The position of the resident is that she maintains her objection to this application citing noise from both live and recorded music and patrons arising from the premise. Clarification was sought from the resident whether the conditions imposed by the Responsible Authorities would satisfy her concerns. However the resident maintained her objection advising officers that granting the application would increase the hours of licensable activities compared to the existing Club Premises Certificate held at Oakdale Rugby Football Club.

The comments of the resident in respect of noise nuisance have been passed to the Environmental Health Officer to be monitored and investigate as appropriate. Whilst the resident makes reference to complaints to the Council's out of hour's service concerning noise, records held indicate that the last recorded complaint from the resident in respect of noise nuisance was 23rd June 2014.

Applicant Response

The applicant has responded to the proposed conditions requested by the Responsible Authorities accepting all conditions. However, to date the applicant is yet to respond to the issues raised by the resident.

In addition, the applicant has advised that Mr Andrew Lewis, the proposed Designated Premises Supervisor (DPS) has obtained his personal licence qualification. However, to date Mr Lewis has not submitted an application to the Licensing Section for a personal licence.

1.7 OBSERVATIONS

The Environmental Health Officer (Pollution) and Licensing Authority in its role as Responsible Authority under the Licensing Act 2003 have proposed a number of conditions which have been accepted by the applicant. These conditions would be added to the premises licence should the application be granted. Therefore the Responsible Authorities in respect of this application are satisfied that the imposition of conditions can promote the licensing objectives.

Members will note that the resident has maintained her objection to this application.

1.8 LICENSING ASSESSMENT

The Sub-Committee is obliged to determine this application with a view to promoting the licensing objectives which are:

- The prevention of crime and disorder;
- The protection of public safety;
- The prevention of public nuisance;
- The protection of children from harm

In making its decision, the Sub Committee is obliged to have regard to:-

- National Guidance
- Council's own licensing policy, and
- All representations made evidence presented

NOTE The Sub-Committee may not modify the conditions or reject the whole or part of the application merely because it considers it desirable to do so. Any such actions must be necessary in order to promote the licensing objectives.

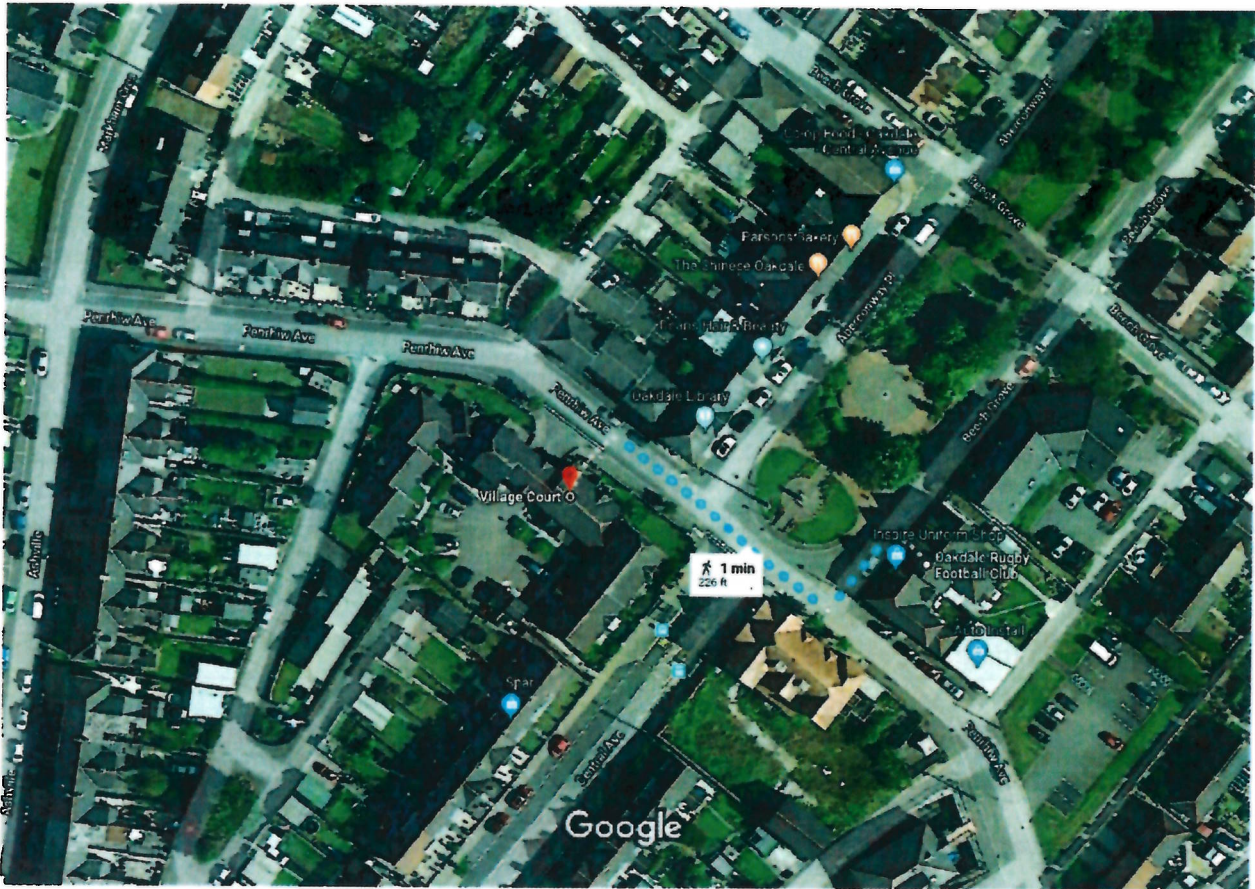
Statutory Power - Licensing Act 2003. This is a Council function which is delegated to this committee to decide.

Background Papers: These are attached to this report.

Date of this report: 11th January 2018

Author: Mrs K Hopkins

Google Maps Oakdale Rugby Football Club to Village Court Walk 226 ft, 1 min



Imagery ©2018 Bluesky, Infoterra Ltd & COWI A/S, DigitalGlobe, Getmapping plc, The GeoInformation Group, 20 m
Map data ©2018 Google

via Beech Grove and Penrhiw Ave

1 min

226 ft

Mostly flat



**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 Oakdale Rugby Football Club

(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

Postal address of premises or, if none, ordnance survey map reference or description			
12 Central Bulidings Oakdale Blackwood Caerphilly			
Post town	Blackwood	Postcode	NP12 0LR

Telephone number at premises (if any)	01495 223 261
Non-domestic rateable value of premises	£ 4700.00

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 please complete section (B)
- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- 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 please complete section (B)
- h) the chief officer of police of a police force in England and Wales 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 <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes			
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					

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

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		<input type="checkbox"/>	Please tick yes
Nationality					
Current postal 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	Oakdale Rugby Football Club
Address	12 Central Buildings Oakdale Blackwood Caerphilly NP12 0LR
Registered number (where applicable)	
Description of applicant (for example, partnership, company, unincorporated association etc.)	Unincorporated Association - Sports Club
Telephone number (if any)	01495 223 261

Provision of late night refreshment (if ticking yes, fill in box I)



Supply of alcohol (if ticking yes, fill in box J)



In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	12:00	00:00	Please give further details here (please read guidance note 4)	Both	<input type="checkbox"/>
Tue	12:00	00:00			
Wed	12:00	00:00	State any seasonal variations for performing plays (please read guidance note 5) We do not envisage any seasonal variations with the start and finish times provided. We would not look to allow performances outside of the start and finish times requested		
Thur	12:00	00:00			
Fri	12:00	00:00	Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6) Not applicable		
Sat	12:00	00:00			
Sun	12:00	00:00			

B

Films Standard days and timings (please read guidance note 7)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) This will not be a regular occurrence we envisage only needing this requirement for local historians or our minis and juniors section.		
Mon	12:00	00:00			
Tue	12:00	00:00			
			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5) None		
Wed	12:00	00:00			
Thur	12:00	00:00			
			<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 6)		
Fri	12:00	00:00			
Sat	12:00	00:00			
Sun	12:00	00:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>	
				Outdoors	<input type="checkbox"/>	
Day	Start	Finish	Both			<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 4)			
Tue			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)			
Wed			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)			
Thur						
Fri						
Sat						
Sun						

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	12:00	00:00	Please give further details here (please read guidance note 4) Bands playing in function room or lounge areas. Standard days and timings relate to the provision of live music indoors. See seasonal variations below for outside requirements		
Tue	12:00	00:00			
Wed	12:00	00:00	State any seasonal variations for the performance of live music (please read guidance note 5) Seasonal variation would include the provision of live music (bands) in our beer garden (outside). This would only be in the months of May to September and would be between the hours of 15:00pm & 22:00pm		
Thur	12:00	00:00			
Fri	12:00	00:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6) New Year's Eve 12:00pm until 01:00am Xmas Eve (until 01:00am) Boxing Day (until 01:00am) Bank Holidays Saturdays and Sundays until 01:00am		
Sat	12:00	00:00			
Sun	12:00	00:00			

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)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	12:00	01:00	<u>Please give further details here</u> (please read guidance note 4) Oakdale Rugby Club has a jukebox for use to play recorded music by its members. This can be played in the lounge and bar area simultaneously as well as in the beer garden if required. The volume of this is managed by the bar staff present. There is also a small midi hi-fi for use in the upstairs function room but this is rarely used and its volume is limited. We also have private parties with a Disco & DJ	Both	<input checked="" type="checkbox"/>
Tue	12:00	01:00			
Wed	12:00	01:00	<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5) The playing of recorded music in our Beer Garden would be predominantly between the months of May and September and would only be available from midday until 22:00pm		
Thur	12:00	01:00			
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 6) Broadcast of live sporting events (from 07:30am) New Year's Eve (until 03:00am) Boxing Day (until 03:00am) Bank Holidays Saturdays and Sundays until 03:00am		
Sat	11:00	02:00			
Sun	11:00	01:00			

G

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

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4)		
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 5)		
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 6)		
Sun					

I

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	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	23:00	01:00	<u>Please give further details here</u> (please read guidance note 4) Coffee Machine on premises serving hot drinks	Both	<input type="checkbox"/>
Tue	23:00	01:00			
Wed	23:00	01:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur	23:00	01:00			
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 6) Broadcast of live sporting events (From 07:30am) Xmas Eve (until 03:00am) New Year's Eve (until 03:00am) Boxing Day (until 03:00am) Bank Holiday Monday (until 03:00am) Bank Holidays Saturdays and Sunday (until 03:00am)		
Sat	23:00	02:00			
Sun	23:00	01:00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	12:00	01:00	State any seasonal variations for the supply of alcohol (please read guidance note 5) Our only variation would be purely to accomodate the possibility of an overseas Rugby World Cup and the kick off times being early in the morning such as the recent games in New Zealand. We would look to open and be able to sell alcohol from 07:30am to documented finish times		
Tue	12:00	01:00			
Wed	12:00	01:00			
Thur	12:00	01:00	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
Fri	12:00	02:00	Funeral Wakes (from 10:00am until documented closing time) Rugby Tests (from 07:30am until documented closing time) Pay-per-View sporting events (00:01 - 00:00) Bank Holidays Saturdays and Sundays (From start time to 03:00am) Bank Holiday Mondays (From start time to 02:00am) Christmas Eve (From start time to 02:30am if on a weekday) Christmas Day (From start time to 02:30am if on a weekday) Boxing Day (From start time to 03:00am across all days) New Year's Eve (From start time to 03:00am across all days)		
Sat	11:00	02:00			
Sun	11:00	01:00			

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):

Name Andrew Lewis	
Date of birth [REDACTED]	
Address [REDACTED] Oakdale Blackwood Caerphilly	
Postcode	[REDACTED]
Personal licence number (if known)	Personal Licence course passed awaiting PL number
Issuing licensing authority (if known)	Caerphilly County Borough Council

□□□□

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).

1 x Gaming Machine (Jackpot = £100.00)

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	
Mon	12:00	01:30	<p><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 6)</p> <p>Rugby Tests (open @ 07:00am depending on K/O times until normal closing times) Pay-per-View Sporting Events (Open until 03:30am) Funeral Wakes that begin in the morning (Open @ 10:00am to normal closing time) Christmas Day (Open from 10:45am until 03:30am) Christmas Eve (Open from 10:45am until 03:30am) New Year Eve (Open from 10:45am until 03:30am) Bank Holiday Saturdays and Sundays (open from 10:45am until 03:30am) Bank Holiday Mondays (Open from from 10:45am until 02:30am)</p>
Tue	12:00	01:30	
Wed	12:00	01:30	
Thur	12:00	01:30	
Fri	12:00	02:30	
Sat	11:00	02:30	
Sun	11:00	01:30	

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)

SA01
SA02
SA06
TR01
TR02

b) The prevention of crime and disorder

CC01 - (i), (ii), (iii), (iv), (v), (vi), (vii) - 01st December 2017
CC04 - 01st December 2017
DA02

c) Public safety

CE01 - (i), (ii), (iii) - 01st December 2017	GS17
CE02	GS19
DC05	GS20
FA01	GS21
GS01	GS23
GS15	GS25
GS16	GS29

d) The prevention of public nuisance

GB01
NP02
NP28
NP61
PS04

e) The protection of children from harm

CV04

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 (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.**

Declaration	<ul style="list-style-type: none"> • [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). • 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, if appropriate (please see note 15)
Signature	
Date	
Capacity	

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Julian Baldwin [REDACTED] Oakdale Caerphilly			
Post town	Blackwood	Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
[REDACTED]			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.

- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a

licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.**
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.**
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.**
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.**
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;

- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.


Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.



Consent of individual to being specified as premises supervisor

I ANDREW LEWIS
[full name of prospective premises supervisor]

of 

OAKDALE
CAERPHILLY


[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for

OAKDALE RUGBY FOOTBALL CLUB
[type of application]

by

OAKDALE RUGBY FOOTBALL CLUB
[name of applicant]

relating to a premises licence

[number of existing licence, if any]

for OAKDALE RUGBY FOOTBALL CLUB
1/ CENTRAL BUILDINGS
OAKDALE
CAERPHILLY
NP23 5JW

[name and address of premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by

CAYMAN RUGBY FOOTBALL CLUB
[name of applicant]

concerning the supply of alcohol at

CAYMAN RUGBY FOOTBALL CLUB
12 CENTRAL BUILDINGS
CHICKADEE
CRAEPIHULLY
NP12 0LR

[name and address of premises to which application relates]

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

PENDING
[insert personal licence number, if any]

Personal licence issuing authority

PENDING
[insert name and address and telephone number of personal licence issuing authority, if any]

Signed

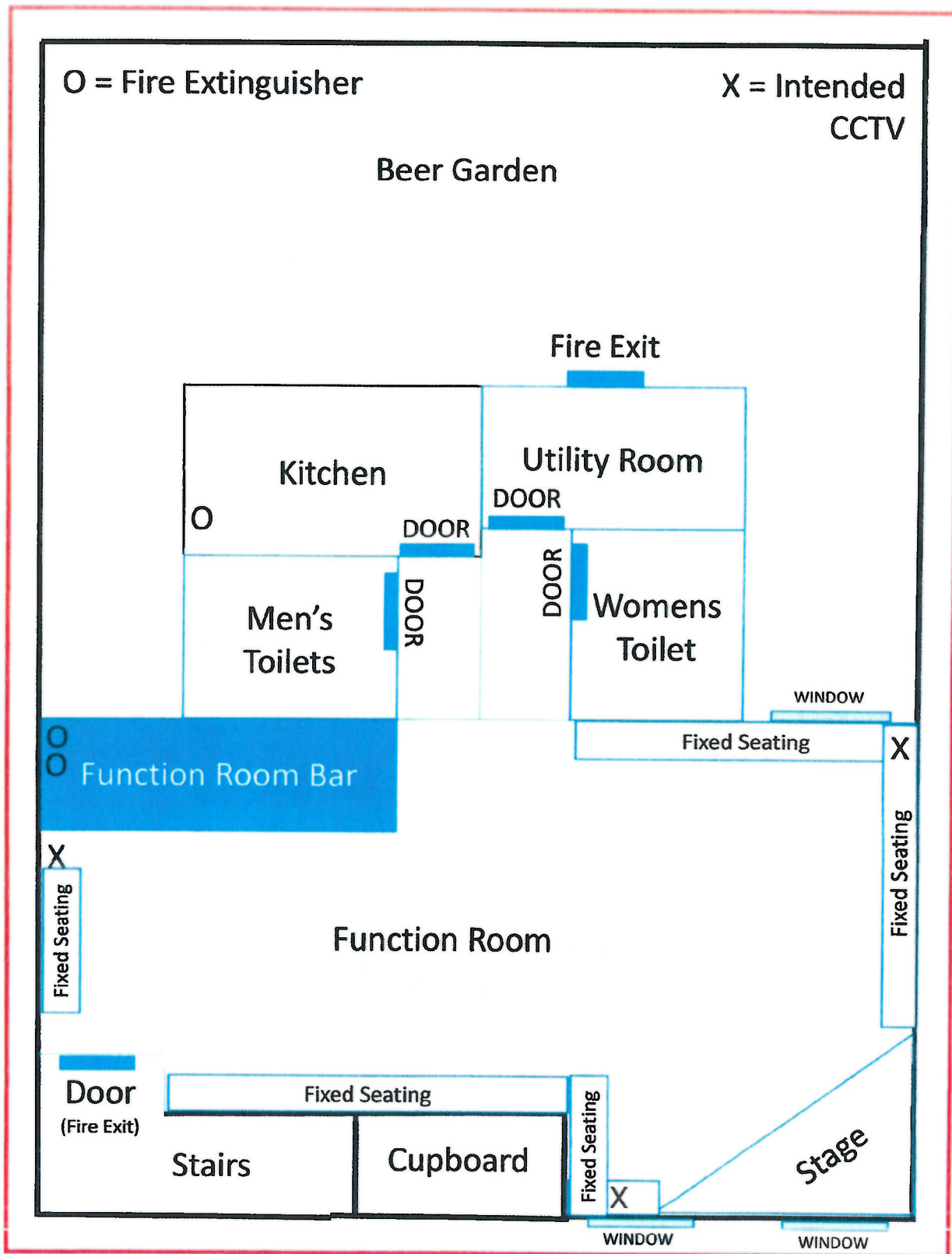


Name (please print)

ANDREW LEWIS

Date

20 9-17



Oakdale Rugby Club 1st Floor Overview

12 Central Buildings NP12 0LR

— = Intended Area for Sale of Alcohol



RESPONSIBLE AUTHORITY REPRESENTATION

APPENDIX 3

RESPONSIBLE AUTHORITY -
Environmental Health (Noise)

Your Name	Gary Mumford
Job Title	Environmental Health Officer
Postal and e-mail address	Penallta House Tredomen Park Ystrad Mynach CF82 7PG
Contact telephone number	01443 811349

Name and Address of Applicant	Oakdale Rugby Football Club
Premises	12 Central Buildings, Oakdale, Blackwood, NP12 0LR

Which of the four Licensing Objectives does your representation relate to?	Yes Or No	Please detail the evidence supporting your representation or the reason for your representation.
The prevention of crime and disorder	No	
Public safety	No	
The prevention of public nuisance	Yes	<p>This Responsible Authority has had previous complaints regarding loud music from Oakdale Rugby Club.</p> <p>This Responsible Authority has concerns regarding the proposed opening hours of the above premises and the hours of live and recorded music in the beer garden.</p> <p>It is the opinion of this Responsible Authority that the proposed hours will result in a public nuisance from noise from music and from customers, to the residents situated in the immediate surrounding area, and those at rear of the premises.</p> <p>Therefore this Responsible Authority objects to the proposed hours to protect the residential amenity.</p>

The protection of children from harm	No	

<p>What conditions could be added to the licence to remedy your representation that the Licensing Sub-Committee could take into account.</p>	<ul style="list-style-type: none"> ▪ The volume of amplified entertainment must be at a level so as not to cause a nuisance at the nearest residential property. ▪ During times when amplified entertainment is being used staff shall make regular patrols in the immediate vicinity to ensure noise nuisance does not occur at the nearest residential property. ▪ Ensure speakers are kept within the building and are not positioned near to openings such as doors or windows ▪ All windows and doors to be kept closed to reduce noise impact at neighboring properties <p>Note: This condition shall not prejudice the minimum ventilation levels for health & safety, and access to emergency exits shall not be compromised.</p> <ul style="list-style-type: none"> ▪ The playing of live and recorded music in the garden/other external areas of the premises will not be permitted after 11pm. ▪ Applicants to display prominent, clear and legible notices at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly ▪ All staff shall be instructed to request that patrons leaving the premises do so in a quiet and orderly manner ▪ Outside areas not to be used after 11pm, other than for smokers, and then no more than 10 persons at a time. 	
<p>Are you prepared to discuss these representations with the applicant by way of mediation?</p>	<p>Yes or No</p>	<p>Yes</p>

N.B If you make a representation you will be expected to attend the Licensing Sub-Committee and any subsequent appeal proceeding.

Signed:

Date:

Hopkins, Kathryn

From: Baldwin, Julian [REDACTED]
Sent: 08 January 2018 11:28
To: Hopkins, Kathryn
Subject: RE: Oakdale RFC

Hi Kathryn

Yes we would be happy to accept the 'extra' condition set out by Mr Mumford
 I also believe that I have already agreed to the conditions set out by the environmental health department directly to Mr Mumford
 But for clarification we agree to the stipulations evidence in his original correspondence

Julian

From: Hopkins, Kathryn [mailto:HOPKIK1@CAERPHILLY.GOV.UK]
Sent: 08 January 2018 11:10
To: Baldwin, Julian [REDACTED]
Cc: [REDACTED]
Subject: FW: Oakdale RFC

Julian,

As you are aware representations have been received from a local resident and I understand Mr Gary Mumford (Environmental Noise) has emailed you proposing a further condition in relation to this as below.

"There shall be no consumption of beverages purchased from the premises in open containers outside the front entrance of the premises".

Please confirm if you accept this condition, in addition to the other conditions in which you have recently agreed to as a matter of urgency.

Regards

Kathryn

From: Hopkins, Kathryn
Sent: 03 January 2018 15:58
To: [REDACTED]
Cc: 'Baldwin, Julian'
Subject: RE: Oakdale RFC

Julian,

I refer to your email below and back in work following a lovely break.

I refer to your application of 22nd November 2017 for a new Premises Licence and advise you that further representations have been received from [REDACTED] a Local Resident. The representations have been submitted in relation to the Prevention of Public Nuisance under the Licensing Objectives and I attach a copy of their representations for your comments.

Should you have any queries relating to this matter, please contact the Licensing Section.

Regards

Kathryn

From: [REDACTED]
Sent: 02 January 2018 20:47
To: Hopkins, Kathryn
Subject: Oakdale RFC

Good evening Kathryn

I hope you had a good festive holiday
Please can you inform me of next steps now that the 28 day period has passed
I responded to Gary Mumford saying that we were happy with his conditions and would appreciate any assistance he can provide to help us manage our sound levels
I do have a letter from the Fire Service about fire risk assessments which our Steward is taking care of

I look forward to your response
Julian

Mae'r e-bost hwn ac unrhyw ffeiliau sy'n atodol yn gyfrinachol a dim ond ar gyfer defnydd yr unigolyn neu'r sefydliad y cyfeiriwyd atynt. Os ydych wedi derbyn yr e-bost hwn ar gam rhwch wybod i reolwr eich system. Nodwch fod unrhyw sylwadau neu farn o fewn testun yr e-bost yw sylwadau a barn yr awdur yn unig ac nid yn angenrheidiol yn cynrychioli barn Cyngor Bwrdeistref Sirol Caerffili. I orffen, dylai'r person sy'n derbyn yr e-bost sicrhau nad oes firws ynghlwm nac mewn unrhyw ddoafen atodol i'r e-bost. Nid vu'r Cyngor yn derbyn unrhyw gyfrifoldeb am unrhyw ddifrod achoswyd gan unrhyw firws sy'n cael ei drosglwyddo gan yr e-bost hwn.

Rydym yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog (yn unol â'ch dewis), ac mewn ieithoedd a fformatau eraill. Dewch i ymateb yn unol â'ch dewis iaith os nodwch hynny i ni, ac ni fydd cyfathrebu ni yn Gymraeg yn arwain at oed.

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APPENDIX 5

RESPONSIBLE AUTHORITY RESPONSE TO LICENSING APPLICATIONS

RESPONSIBLE AUTHORITY (Please delete as applicable) –
Licensing Authority

Name and Address of Applicant	Oakdale Rugby Football Club
Premises	Oakdale Rugby Football Club Clubhouse

Your Name	Christopher MORGAN	Date 14/12/17
Job Title	Fair Trading Officer	
e.mail Address	morgac6@caerphilly.gov.uk	
Contact Telephone Number		

Which of the four Licensing Objectives does your representation relate to?	✓	Please outline the reasons for your Representations
---	---	--

The Prevention of Crime and Disorder		
Public Safety		
The Prevention of Public Nuisance	x	<p>The club wishes to make facilities available for patrons to watch pay per view sporting events, and have applied for times that are one minute short of a 24hr license. These events have the potential for public nuisance and as such all such events should be notified in writing to the Police and Licensing Authority 7 days before the event.</p> <p>Similarly they want to make sporting events available from 0730hrs these events extend the hours alcohol are available to 19hours and have the potential for disorder, and in line with above should be notified to the Police and Licensing authority 7 days before the event.</p> <p>Given the position of the premises in a densely populated area, other than events previously notified all licensable activities should cease at 0200hrs and the premises clear of members of the public by 0230hrs. This is to prevent public nuisance.</p> <p>The use of the outside areas should be restricted to not before 1100hrs and not after 0000hrs, again to prevent public nuisance.</p>
The Protection of Children from Harm		

What conditions could be added to the licence to remedy your representation that the Licensing Sub-Committee could take into account		
Are you prepared to discuss these representations with the applicant by way of mediation?	Yes or No	Yes

N.B. If you make a representation you will be expected to attend the Licensing Sub-Committee and any subsequent appeal proceeding.

Please remember if you intend to make representations to copy this file to all other RA's

Hopkins, Kathryn

From: Baldwin, Julian <[REDACTED]>
Sent: 05 January 2018 12:48
To: Hopkins, Kathryn
Subject: RE: Oakdale Rugby Club - Premises Licence Application (Objections Responses)

Hi Kathryn

Oakdale RFC agree to all points clarified below
Thank you for your assistance with further information

Julian

From: Hopkins, Kathryn [mailto:HOPKIK1@CAERPHILLY.GOV.UK]
Sent: 05 January 2018 12:41
To: [REDACTED]
Cc: Baldwin, Julian [REDACTED]
Subject: RE: Oakdale Rugby Club - Premises Licence Application (Objections Responses)

Julian,

In response to your email below, I can confirm Chris Morgan, Licensing Authority has addressed your concerns as follows:-

Points 1 and 2 will be by e mail to nominated e mail addresses.

Point 3 on all days except nominated events

Point 4 should read before 1100 and after 2300, and will not include the smoking shelter.

Please can you reply ASAP to confirm if you agree, or not.

Regards

Kathryn

From: [REDACTED]
Sent: 20 December 2017 15:10
To: Hopkins, Kathryn
Subject: Oakdale Rugby Club - Premises Licence Application (Objections Responses)

Good evening Kathryn

Thank you for your response. We have now had the time to read and digest both communications in relation to the licence application and would like to offer the following responses

RESPONSIBLE AUTHORITY - Licencing Authority
CONTACT NAME - Christopher Morgan

1) The club wishes to make facilities available for patrons to watch pay-per-view sporting events, and have applied for times that are one minute short of a 24 hour licence. These events have the potential

for public nuisance and as such all such events should be notified in writing to the Police and Licencing Authority 7 days before the event.

ORFC Response - Accepted but will need to know if this is in handwritten form or if email communication is acceptable

2) Similarly they want to make sporting events available from 07:30hrs these events extend the hours alcohol are available to 19 hours and have the potential for disorder, and in line with the above should be notified to the Police and Licencing Authority 7 days before the event.

ORFC Response - Accepted but will need to know if this is in handwritten form or if email communication is acceptable

3) Given the position of the premises in a densely populated area, and other than events previously notified all licensable activities should cease at 02:00hrs and the premises clear of members of the public by 02:30hrs. This is to prevent public nuisance.

ORFC Response - Accepted but will need to know if this is across all days or whether this is only specific to the days where our application exceeds the 02:00am threshold.

4) The use of the outside areas should be restricted to between 11:00hrs and 23:00hrs

ORFC Response - Accepted but does this exclude our smoking area?

RESPONSIBLE AUTHORITY - Environmental Health
CONTACT NAME - Gary Mumford

1) The volume of amplified entertainment must be at a level so as not to cause a nuisance at the nearest residential property

ORFC Response - Understood and willing to comply but will need assistance from CCBC to understand what is an acceptable level in terms of acceptability. We are aware of the previous complaints but dispute the noise is at a level which would be classed as a 'nuisance'. Would like further information

2) During times when amplified entertainment is being used staff shall make regular patrols in the immediate vicinity to ensure noise nuisance does not occur at the nearest residential property

ORFC Response - Accepted and already in place

3) Ensure speakers are kept within the building and are not positioned near to opening such as doors and windows

ORFC Response - Accepted but this contradicts point number 5 for outside music, please can we get clarification on this point

4) All windows and doors to be kept closed to reduce noise impact at neighbouring properties (NOTE this condition shall not prejudice the minimum ventilation levels for health and safety, and access to emergency exits shall not be compromised)

ORFC Response - Accepted

5) The playing of live and recorded music in the garden/other external areas of the premises will not be permitted after 11:00pm

ORFC Response - Accepted

6) Applicants to display prominent clear and legible notices at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly

ORFC Response - Accepted will purchase appropriate signage

7) All staff shall be instructed to request that patrons leaving the premises do so in a quiet and orderly manner

ORFC Response - Accepted and will implement

8) Outside areas not to be used after 11:00pm other than for smokers, and then no more than 10 persons at a time

ORFC Response - Accepted and will manage accordingly

We would also like to refer to the communication sent by the Environmental Health Officer, particularly the first page at the bottom where it states '*Therefore, this responsible authority objects to the proposed hours to protect the residential amenity.*' Please can we ask if this communication is objecting to the whole of our application regarding opening and closing hours or just the conditions laid out in page two of the communication? If the officer objects to the proposed hours structure then we would obviously have to meet to understand what objections there are but if it is just the conditions, which we have answered above, then our responses are satisfactory and we await CCBC's response

On behalf of our club we thank you for your assistance to date

The Committee of Oakdale RFC

Mae'r e-bost hwn ac unrhyw ffeiliau sy'n atodol yn gyfrinachol a dim ond ar gyfer defnydd yr unigolyn neu'r sefydliad y cyfeirwyd atynt. Os ydych wedi derbyn yr e-bost hwn ar gam rhwch wybod i reolwr eich system. Nodwch fod unrhyw sylwadau neu farn o fewn testun yr e-bost yw sylwadau a barn yr awdur yn unig ac nid yn angenrheidiol yn cynrychioli barn Cyngor Bwrdeistref Sirol Caerffili. I orffen, dylai'r person sy'n derbyn yr e-bost sicrhau nad oes firws yng hwm nac mewn unrhyw ddogfen atodol i'r e-bost. Nid yw'r Cyngor yn derbyn unrhyw gyfrifoldeb am unrhyw ddifrod achoswyd gan unrhyw firws sy'n cael ei drosglwyddo gan yr e-bost hwn.

Rydym yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog (yn unol â'ch dewis), ac mewn iai hoedd a fformatau eraill. Gwch ymateb yn unol â'ch dewis iai os nodwch hynny i ni, ac ni fydd cyfathrebu ni yn Gymraeg yn arwain at oedi.

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APPENDIX 6

**Licensing Act 2003 – Other Persons Representation
Licensed Premises (Currently Trading)**

Please read the guidance notes attached before completing this form.

1. **Your details:** (Please complete this information to ensure that your objection may be properly considered)

Name: [REDACTED]

Address: [REDACTED] VILLAGE COURT, OAKDALE, [REDACTED]

Telephone Number: Home: _____ Work: _____ Mobile: _____

Email Address: _____

2. **Trading Name and address of the Premises applying for a Licence:** (Office use only)

3. **Application Type** (Office use only)

Premises Licence	<input type="checkbox"/>	Club Premises Certificate	<input type="checkbox"/>
Variation to Existing Licence	<input type="checkbox"/>	Variation to Existing Certificate	<input type="checkbox"/>

4. **Which Category of objector are you? (See Guidance Notes) (Please ✓)**

(a) a local resident ✓

(b) a body representing a local resident

(c) a business trading in the area

(d) a body representing a business trading in the area

5. **Please indicate in which category your representation is made: (Please ✓) (Can be more than one)**

Anti Social Behaviour, Urinating, Violence, Swearing, Drunkenness
(Prevention of Crime and Disorder)

Customer Noise/Litter/Music Noise/Noxious Smells/Light Pollution ✓
(Prevention of Nuisance)

Overcrowding/Emergency Exits/Maintenance & Repair of Premise
(Public Safety)

Under Age Drinking/Proxy Sales of Alcohol
(Protection of Children from Harm)

Other
(If other please specify. Add to continuation sheet if necessary)

6. Is your objection regarding expected or existing problems? (Please ✓)

Anticipated/Future ✓ Existing ✓ (If both please tick both boxes)

7. Please give brief details of your concerns. e.g. Loud music from disco can be heard in my bedroom all night (Prevention of Public Nuisance)

Both loud recorded and live music mainly on the weekends can be clearly heard both in my living room and bedroom all night.

Patrons also drink and smoke at the front entrance and the pub noise/music escaping from the premises because the doors are left open.

8. What evidence do you rely on in support of your objection?

Specific examples if possible; Times/Dates/How does the activity affect you? e.g, I have a note of the songs played at the pub between 11.00pm and midnight on Saturday 1st January which I could hear in my bedroom and which kept me awake.

I have complained about the Rugby Club ever since it changed from being a hotel 6 years ago. Back then I complained to the Councillor Alan Pritchard by telephone almost every week about the noise nuisance. Since the Rugby Club has been in existence I have often telephoned the Council's out of hours and complained to the duty officer. I have also complained by telephone to the Steward [redacted] in particular when the Welsh Internationals are played but also when the music is bad upstairs. He does occasionally go and turn the music down, but it then gets very bad again. He says to me, "What can I do?" I have also complained to a Committee Member by telephone in January/February 2017 and asked him to put the noise issues in front of the Committee, but nothing came of it. I am house-bound and require help from carers to be put to bed. They attend on me between 9:30 – 10:00 p.m. and say why do you have the television so loud, and I reply "I have to, to hear it above the noise from the Rugby Club". I am awake by the music and noise from the people outside drinking as it is so if the hours are extended I will have even less sleep, longer periods being kept awake. I am able to hear what songs are being played with my windows closed. I have been unable to write down times and dates of the noise nuisance since March 2017 due to severe arthritis, and suffering a mini stroke.

9. How do you know the activity of concern is linked to the premises?

I witness the noise coming from the Club and see the patrons smoking and drinking outside from my bedroom.

10. Have you witnessed activity which is cause of concern?

Yes ✓ No As above

If yes please clarify

11. How recent is this activity? (Please ✓)
 6 months 3 months 1 month 1 week
 Other (please state) _____

12. Have you reported the problems experienced to any other agency? (e.g. Police, Environmental Health Officer, Manager of the Premises) (Please ✓)
 Yes No
 If yes please indicate to whom report was made Steward – Andrew, CCBC
 Approximate date of report - End of November 2017. I have telephoned the steward Andrew between 12 – 20 times every year since he has been at the club around 3 years ago. I have not kept dates unfortunately.

13. Is there any amendment to the application that would satisfy your concerns? e.g. change of trading times, acoustic insulation? (Please ✓)
 Yes No
If yes, please detail what would be acceptable to you?
 No additional/extended times for any music on licensable activities or supply of alcohol as the club is in the centre of the village.

- You need to complete the form as fully as possible. If you do not then the Licensing Committee may not understand your concerns.
- Please attach supporting documents/further as necessary – please number all extra pages.
- Try to be as specific as possible and give examples e.g. on 1st February I could hear loud music from the premises between 10.00pm and 1.00am. I am concerned that if the premises open until 2.00am, this will cause a nuisance to me and other residents of the street.

If you require more space for your answers please use this box overleaf and show clearly which question(s) you are answering. You may attach separate sheets).

I understand that, if accepted as relevant, my representation will form part of the documentation disclosed to all parties to the hearing before the Licensing Sub Committee.

Signature: ... 

Date: ...20/12/2017.....

Please return this form within 7 days (or as soon as possible) to the Licensing Team, Penallta House, Tredomen Park, Ystrad Mynach, Hengoed, CF82 7PG A stamped addressed envelope is enclosed for your convenience.

Additional Information Refer to Question (Please clarify)

A large, empty rectangular box with a thin black border, intended for providing additional information or clarification. The box is currently blank.

[Redacted]
Village Court
Oaldale
[Redacted]

Dear Sirs

Re: Oaldale RFC - Premises Application

Please note I am housebound and would be unable to attend any Committee Meeting and therefore happy for my representations to be read out.

Yours faithfully,

[Redacted Signature]

[Redacted Name]

20/12/2017

Under Fair Trading Officer Simon Dale Jones completed these comments on behalf of [Redacted] due to her severe arthritis.

[Redacted Signature]

20/12/17

Gadewir y dudalen hon yn wag yn fwriadol