### **SCHEDULE 4**

article 7

(Part A) Application for an existing club certificate to be converted to a club premises certificate under the Licensing Act 2003 and (Part B) application to vary the club premises certificate simultaneously

### 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.

We Royal British legion (Melbourne) Branch Club Limited apply to convert an existing club certificate to a club premises certificate under Schedule 8 to the Licensing Act 2003 for the club premises described in Part A1 below

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

### Part A1 - Premises Details

description

Melbourne Royal British Legion 87 Derby Road Melbourne	
Post town	Post code
Derby	DE73 1FL
Name of person performing duties of a secr	
Address of person performing duties of a se	ecretary to the club
7 Windsor Avenue Melbourne	*
Melbodiffe	
Post town	Post code
Derby	DE73 1FN
Daytime contact telephone number (if any)	01332 862069
E-mail address (optional)	
Telephone number of premises (if any)	01332 862574
Non-domestic rateable value of club premises	£6,300

Part A2 – Club Operating Schedule		
Where 5,000 or more people attend the club premises at the same	time, please state the r	number
		L
General description of club premises (please read guidance note 1)	· · · · · · · · · · · · · · · · · · ·	
The Club operates as a Royal British legion Club in Mel	<del> · · · · · · · · · · · · · · · · · ·</del>	· · · · · · · · · · · · · · · · · · ·
Tillo Oldb operates as a Royal Bildsit legion Oldb in Wel	bodine, beiby.	
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	Please tick	. / Viii
4 P	Flease lich	(Y Tes
What existing qualifying club activities are authorised by your	existing club certifica	ite(s)?
Provision of entertainment	7	
1 Tovision of entertainment	e s	
a) plays	] .	X
b) films	Ţ	
c) indoor sporting events	,	
d) boxing or wrestling entertainment	:	
e) live music	· [	$\boxtimes$
f) recorded music	;	X
g) a performance of dance		$\boxtimes$
h) anything of a similar description to that falling within (e), (f) or (g)		$\boxtimes$
Provision of entertainment facilities for		
j) making music		$\boxtimes$
k) dancing		$\boxtimes$
I) entertainment of a similar description to that falling within (j) or (k)		$\boxtimes$
	-	
Supply of alcohol for members and guests	_	_
a) for consumption on the premises	0	<u> </u>
b) for consumption off the premises		$\preceq$
State any limitations on the hours during which you are permitted by	. vour cortificato(n) or a	<b>m</b> ) (
additional authorisations to conduct club qualifying activities, includir		
The Club may open for the sale and consumption of alcohol d		
Monday to Saturday 10am to 11 pm Sunday 12Noon to 10.30		,,,,,,
Good Friday 12Noon to 10.30pm Christmas Day 12Noon to 3	•	ma(
The Management Committee may from time to time vary the p		
they are within the above Licensing Hours.		
The premises have the benefit of 20 minutes 'drinking up' time	. The premises have	e the
ability to carry out private entertainment and have facilities for		
private functions.	_	
The second of th		
The premises also have the right to open for the sale of alcohol	of between 11am on	New
Years Eve and 11pm on New Years Day.		

Describe the conditions subject to which your existing certificate(s) has/have been granted (please read guidance note 2):

a) General – all four licen	sing objectives (b	o,c,d,e)	· · · · · · · · · · · · · · · · · · ·		
	•		. ·	•	•
			* · · · · · · · · · · · · · · · · · · ·		
			•		
	il	<i></i>			
b) The prevention of crim	e and disorder				·.
		,	,		g - 4
·			,		•
7/1 to		<del></del>		<u> </u>	• • • • • • • • • • • • • • • • • • • •
c) Public safety		····			
		•			•
				· .	
N =1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1		·			
d) The prevention of publi	c nuisance				
			•		
		÷			
•			•		•
			***		
e) The protection of childr	en from harm				
		·			
			_		
			•		

Please tick ✓ Yes

•	I have made or enclosed payment of the fee	$\boxtimes$
•	I have enclosed the existing certificate(s) or a certified copy of each certificate?	$\boxtimes$
٠	I have enclosed a plan of the club premises	$\boxtimes$
•	I have enclosed a copy of the club rules	$\boxtimes$
ė	I have sent copies of this application to the chief officer of police (please read guidance note 3)	$\boxtimes$
ę.	l understand that if I do not comply with the above requirements my application will be rejected	$\boxtimes$

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE [AMOUNT], UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part A3 - Signatures (please read guidance note 4)

Signature for and on behalf of the Royal British Legion (Melbourne) Branch Club Limit (Please read guidance note 5)  Signature  Date  Capacity  7. 0	ted
Contact name (where not previously given) and address for correspondence associa with this application (please read guidance note) Andrew Cochrane Flint Bishop & Barnett Solicitors St Michael's Court, St Michael's Lane,  Post town  Post code	fed
Derby DE1 3HQ	

IF YOU WISH TO APPLY SIMULTANEOUSLY FOR A VARIATION OF THE CLUB PREMISES CERTIFICATE IF IT IS CONVERTED FROM YOUR EXISTING CLUB CERTIFICATE(S) UNDER SECTION 34 OF THE LICENSING ACT 2003, NOW COMPLETE PART B OF THIS FORM.

IF YOU DO <u>NOT</u> WISH TO APPLY SIMULTANEOUSLY FOR A VARIATION OF THE CLUB PREMISES CERTIFICATE IF IT IS CONVERTED FROM YOUR EXISTING CLUB CERTIFICATE(S), YOU SHOULD LEAVE PART B BLANK.

PART B - Application to vary a cl	ib premises certificate under	the Licensing Act 2003
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We Royal British Legion (Melbourne) Branch Club Limited being the proposed club premises certificate holder of an existing club certificate to be converted under the terms of Schedule 8 to the Licensing Act 2003 apply to vary it under section 34 of the Licensing Act 2003 for the premises described in Part A above.

### Part B1 - Variation

Do you want the proposed variation to have effect from the second	ond appointed	Please	tick √ ⊠
	Day	Month	Year
If not do you want the variation to take effect from			
If your proposed variation would mean that 5,000 or more people the club premises at the same time, please state the number ex	•		
Please describe briefly the nature of the proposed variation	on (please re	ad guidance	∍ note 1)
It is our wish to vary the times of opening for the sup licensable activities in accordance with the details see Further to this we wish to apply for extensions to per of liquor during televised Football, Rugby League and matches of any nation The extensions would be one match and one hour after its conclusion.	et out in this rmitted hou nd Union W	s applicat rs for the orld Cup	ion. supply final
We also wish to provide regulated entertainment and entertainment facilities in accordance with the proposchedule.			

### Part B2 - Club Operating Schedule

Please complete those parts of the club operating schedule which would be subject to change if this application to vary were successful.

What club qualifying activities do you now intend to conduct on the club premises and/or at what varied times do you intend to conduct them?

(please see section 1 of the Licensing Act 2003 and Schedule 1 to the Licensing Act 2003)

### Please tick Y yes

FIOVI	sion of requiated entertainment	
a)	plays (if ticking yes, fill in box A)	$\boxtimes$
b)	films (if ticking yes, fill in box B)	
c)	indoor sporting events (if ticking yes, fill in box C)	$\boxtimes$
d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	
e)	live music (if ticking yes, fill in box E)	$\boxtimes$
f)	recorded music (if ticking yes, fill in box F)	$\boxtimes$
g) .	performances of dance (if ticking yes, fill in box G)	$\boxtimes$
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	$\boxtimes$
Provis	ion of entertainment facilities:	′.
i)	making music (if ticking yes, fill in box I)	$\boxtimes$
j)	dancing (if ticking yes, fill in box J)	$\boxtimes$
<)	entertainment of a similar description to that falling within (j) or (k) (if ticking yes, fill in box K)	
Supply	y of alcohol (if ticking yes, fill in box L)	
a)	the supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	$\boxtimes$
o)	the sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place	

IN ALL CASES COMPLETE BOXES M, N AND O

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- 1	и	
- 8		и
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	ard days and e read guida	d timings ance note 6)	Will the performance of a play take place indoors or outdoors or both – please tick [✓] (please read guidance note 7).	Indoors Outdoors	
Day	Start	Finish		Both	
Mon	1000	2330	Please give further details here (please read guidance	note 8)	
Tue	1000	2330			Çh.
Wed	1000	2330	State any seasonal variations for performing plays (p	lease read guida	ance note 9)
Thur	1000	2330			
Fri	1000	0000	Non standard timings. Where you intend to use the post plays at different times to those listed in the column (please read guidance note 10)		
Sat	1000	0000	Bank Holiday Sundays & Mondays 1000-00 Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December 1	000 1000 -0000	
Sun	1000	2330			And

# B

	ard days and e read guida		Will the exhibition of films take place indoors or outdoors or both – please tick [✓](please read guidance note 7).	Indoors Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance	note 8)	
Tue					
Wed			State any seasonal variations for the exhibition of film note9)	<b>ns (</b> please read g	uidance
Thur					
Fri			Non standard timings. Where you intend to use the partial films at different times to those listed in the column of read quidance note 10)		
Sat					
Sun	de transcriptor de la del Malaba e un report de la del				-

### C

Stand (pleas 6)		nd timings dance note	Please give further details (please read guidance note 8)
Day	Start	Finish	
Mon	1000	2330	
Tue	1000	2330	State any seasonal variations for indoor sporting events (please read guidance note 9)
Wed	1000	2330	
Thur	1000	2330	Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 10)
Fri	1000	0000	Bank Holiday Sundays & Mondays 1000-0000 Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December 1000 -0000
Sat	1000	0000	
Sun	1000	2330	

L

entert Standa			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick [√](please read guidance note 7).  Please give further details here (please read guidance	Outdoors Both	
Tue	-		Please give further details field (please read guidance		
Wed			State any seasonal variations for boxing or wrestling guidance note 9)	entertainment (	please read
Thur			guidance note 3)		
Fri			Non standard timings. Where you intend to use the pwrestling entertainment at different times to those list please list (please read guidance note 10)		
Sat					
Sun			·	-	

E

Live music Standard days and timings		d timings	Will the performance of live music take place indoors or outdoors	Indoors Outdoors	
		ance note 6)	or both – please tick [✓](please read guidance note 7).		
Day	Start	Finish		Both	
Mon	1000	2330	Please give further details here (please read guidance	note 8)	ø
Tue	1000	2330		:	,
Wed	1000	2330	State any seasonal variations for the performance of guidance note 9)	live music (ple	ase read
Thur	1000	2330		٨	÷
Fri	1000	0000	Non standard timings. Where you intend to use the post live music at different times to those listed in the conflict please read guidance note 10)		
Sat	1000	0000	Bank Holiday Sundays & Mondays 1000-0 Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December 1		
Sun	1000	2330		*	

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Recorded music Standard days and timings (please read guidance note 6)		d timings ance note 6)	Will the playing of recorded music take place indoors or outdoors or both – please tick [✓] (please read guidance note 7).	Indoors Outdoors	
Day	Start	Finish		Both	
Mon	1000	2330	Please give further details here (please read guidance	note 8)	
Tue	1000	2330			
Wed	1000	2330	State any seasonal variations for playing recorded m note 9)	usic (please re	ad guidance
Thur	1000	2330			,
Fri	1000	0000	Non standard timings. Where you intend to use the precorded music at different times to those listed in the list (please read guidance note 10)		
Sat	1000	0000	Bank Holiday Sundays & Mondays 1000-0 Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December 1		
Sun	1000	2330	•		

# G

Stand:	<b>mances of</b> ard days and e read guida		Will the performance of dance take place indoors or outdoors or both – please tick [✓] (please read guidance note 7).	Indoors Outdoors	
Day	Start	Finish		Both	
Mon	1000	2330	Please give further details here (please read guidance	note 8)	
Tue	1000	2330		e e e e e e e e e e e e e e e e e e e	
Wed	1000	2330	State any seasonal variations for the performance of note 9)	dance (please	read guidance
Thur	1000	2330			·
Fri	1000	0000	Non standard timings. Where you intend to use the pof dance entertainment at different times to those list please list (please read guidance note 10)		
Sat	1000	0000	Bank Holiday Sundays & Mondays 1000-00 Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December	000 1000 -0000	<del>.</del>
Sun	1000	2330			

H

desci within Stand	Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)  Day Start Finish		Please give a description of the type of entertainment take place indoors or outdoors or both – please tick [✓] (please read guidance note 7).	Indoors Outdoors	eviding
Mon	1000	2330		Both	
Tue	1000	2330	Please give further details here (please read guidance	ce note 8)	
Wed	1000	2330			
Thur	1000	2330	State any seasonal variations for entertainment of falling within (e), (f) or (g) (please read guidance note		on to that
Fri	1000	0000			
Sat	1000	0000	Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 10)		
Sun	1000	2330	Bank Holiday Sundays & Mondays 1000- Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December	0000	

Provision of facilities for		ties for	Please give a description of the facilities for making music you will be providing
making music			
Standard days and timings			
	e read guidar	· · · · · · · · · · · · · · · · · · ·	
Day	Start	Finish	Will the facilities for making music be indoors or Indoors
ŀ			outdoors or both – please tick [✓] (please read outdoors Outdoors
Mon	1000	2220	guidance note 7).  Both
INGII	1000	2330	
L '			
Tue	1000	2330	Please give further details here (please read guidance note 8)
	1		
-	1,11,11	ļ	
Wed	1000	2330	
	****		
T	4000	0000	State any seasonal variations for the provision of facilities for making music
Thur	1000	2330	(please read guidance note 9)
		ļ	Thicase lead database rioto of
Fri	1000	0000	
, .,	1000	0000	
		1.7	
Sat	1000	0000	Non standard timings. Where you intend to use the premises for provision of
		***************************************	facilities for making music entertainment at different times to those listed in the
	·		column on the left, please list (please read guidance note 10)
Sun	1000	2330	Bank Holiday Sundays & Mondays 1000-0000
			Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December 1000 -0000
			•
:		L	

Provision of facilities for Will the facilities for dancing be indoors or Indoors  $\boxtimes$ outdoors or both - please tick [✓] (see guidance note dancing Outdoors Standard days and timings 7). (please read guidance note 6) Day Start Finish Both Please give further details here (please read guidance note 8) Mon 1000 2330 Tue 1000 2330 State any seasonal variations for providing dancing facilities (please read Wed 1000 2330 guidance note 9) Thur 1000 2330 Non standard timings. Where you intend to use the premises for the provision of Fri 1000 0000 facilities for dancing entertainment at different times to those listed in the column on the left, please list (please read guidance note 10) Bank Holiday Sundays & Mondays 1000-0000 Between 23<sup>rd</sup> December – 31<sup>st</sup> December 1000 -0000 Sat 1000 0000 Sun 1000 2330

K

Provision of facilities for entertainment of a similar description to that falling within I or J Standard days and timings (please read guidance note 6)  Day Start Finish		a similar at falling d timings ance note 6)	Please give a description of the type of entertainment facility you will be providing  Will this entertainment facility be indoors or outdoors or both – please tick ✓ (please read	
Mon	1000	2330	guidance note 7).  Outdoors  Both	
Tue	1000	2330	Please give further details here (please read guidance note 8)	
Wed	1000	2330		
Thur	1000	2330	State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within J or K (please read guidance note 9)	
Fri	1000	0000		
Sat	1000	0000	Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within I or J at different times to those listed in the column on the left, please list (please read	
Sun	1000	2330	guidance note 10) Bank Holiday Sundays & Mondays 1000-0000 Between 23 <sup>rd</sup> December – 31 <sup>st</sup> December 1000 -0000	

-	·				
	y of Alcoho		Will the supply of alcohol be for consumtion	On the premises	
	ard days and e read guida		(please tick [✓] box please read guidance note 11).	Off the premises	
Day	Start	Finish		Both	
Mon	1000	2300	Please give further details here		
Tue	1000	2300			
Wed	1000	2300	State any seasonal variations for the provision of la	<u>ite night refreshment</u>	(please
			read guidance note 9)		
Thur	1000	2300			
					•
Fri	1000	0000	Non standard timings. Where you intend to use the		
		1	late night entertainment at different times, to those left, please list (please read guidance note 10)	listed in the column (	on the
Sat	1000	0000	Bank Holiday Sundays & Mondays 1000-	0000	
-			Between 23 <sup>rd</sup> December – 30 <sup>th</sup> December	1000 -0000	
Sun	1200	2230	REFARM RECHT TO SELL ALCOHOL 10 AN	4 21/12 UMZL TE	rtilhal_
			HOUR III.		

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Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children (please read guidance note 12)

None

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Please identify any of the conditions, terms or restrictions currently imposed on the converted certificate which the club believes could be removed as a consequence of the proposed variation it is seeking

None

O Please describe any additional steps that you intend to take in order to promote the four licensing objectives if the proposed variation is granted:

### a) General – all four licensing objectives (b,c,d,e) (please read guidance note 13)

The Club Committee will ensure:

Appropriate signage in respect of crime and disorder and the prevention of public nuisance are displayed

That safety equipment checks are carried out

That the capacity limit for the premises is not exceeded.

First aid materials are provided

Children under the age of 18 years will only be allowed on the premises in the company of an adult.

### b) The prevention of crime and disorder

The premises are operated strictly in accordance with the Royal British Legion Club Rules which set out what constitutes misconduct by members and allows the Committee to expel members who are in breach of the rules or whose conduct is likely to bring the Club into disrepute.

Display crime prevention notices on the premises warning customers about:

- Local crime issues such as vehicle crime, pickpockets or bag snatchers
- Leaving bags unattended and where customers can report concerns to reduce the potential for terrorist incidents

Display signs on or immediately outside the premises showing the hours and which type of licensable activities are allowed.

### c) Public safety

The maximum number of persons on the premises engaged in licensable activities will not exceed 420. The Club will ensure that this capacity limit is not exceeded

The Club will arrange, once in every calendar year, or at such times as may be required on the advice of a relevant industry specialist, an inspection of all fire safety equipment, gas appliances, emergency lighting equipment and electrical installations.

The fire brigade will be called at once to any outbreak of fire, however slight and the details recorded in a fire log book.

The local Fire Control Centre will be notified as soon as possible if the water supply to any hydrant, hose reel, sprinkler, drencher or other fire extinguishing installation is cut off or restricted.

Access for emergency vehicles will be kept clear and free from any obstruction.

When disabled people are present, adequate arrangements will be provided to enable their safe evacuation in the event of an emergency and ensure that they are made aware of the arrangements

Exit doors will be easily opened without the use of keys, cards or similar means

An adequate and appropriate supply of first aid equipment and materials will be available on the premises

### d) The prevention of public nuisance

No music or speech shall be relayed via external speakers, other than for events with the prior approval of the licensing authority.

The licensee or a nominated representative shall receive and respond to complaints throughout the duration of all noisy events

No fireworks or other pyrotechnics shall be used other than with the prior consent of the licensing authority.

Prominent, clear notices shall be displayed at all exits requesting customers to respect the needs of local residents and leave the premises and the area quietly.

Staff must be given adequate training to ensure they keep noise levels to a minimum when leaving the premises. Prominent and clear notices shall be displayed at all exits to this effect.

### e) The protection of children from harm

Children under the age of 18 years will only be allowed on the premises in the company of an adult.

Please tick ✓ Yes

I understand that I must now advertise	o vary to responsible authorities and others where applicable  o my application to vary  th the above requirements my application to vary will be
Part B5 – Signatures (please residual please r	Royal British Legion (Melbourne) Branch Club Limited
Date Capacity	28/7/05
Contact name (where not previous with this application (please read g Andrew Cochrane Flint Bishop & Barnett Solicitor St Michael's Court, St Michael's Lane,	; }
Post town Derby	Post code DE1 3HQ

### **Notes for Guidance**

### PART A

- Describe the premises. For example the type of premises its general situation and layout and any other information which could be relevant tot he licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide place for consumption of these off-supplies you must include a description of where the place is and its proximity tot he premises.
- 2. Where the conditions to which your existing certificate(s) is granted do not relate solely to any one of the four licensing objectives, please describe such conditions in the general box.
- 3. The law requires you to send a mandatory copy of this application to the chief officer of police for that area at the same time as sending to the local licensing authority.
- 4. The application form must be signed.
- 5. A club's agent (for example solicitor) may sign the form on its behalf provided that they have actual authority to do so.

# CLUB REGISTRATION CERTIFICATE (RENEWAL)

IN THE COUNTY OF DERBY

PETTY SESSIONAL OF DERBY AND SOUTH DERBYSHIRE

Before the Magistrates Court sitting at The Court House, Civic Way, Swadlincote, Derbyshire

WHEREAS the

Melbourne Royal British Legion

was on the 17th day of October 1962 registered

for the period of ten years from that date in respect of the club premises situate at

87 Derby Road, Melbourne, Derbyshire

(AND WHEREAS the said club registration has been from time to time been renewed)

THIS IS TO CERTIFY that the said club registration has been renewed for the period of

ten years until the 30th day of November 2008

in respect of the (same) club premises.

That no intoxicating liquor shall be sold in the club premises otherwise than to a person whose admission to the club premises is provided for by the rules of the club and, subject to S.49(4) Licensing Act 1964, the said rules shall not be altered without the consent of the Magistrates' Court upon application being duly made for that purpose so as to authorise sales not authorised at the time of the application for this certificate.

Dated this 7th day of January 1999.

Clerk to the Justices