

TYPES OF LICENCES

Premises licence

23. A premises licence authorises the premises to be used for one or more licensable activities. It has effect until the licence is revoked, suspended or surrendered, but is not otherwise time limited unless the applicant requests a licence for a limited period. In determining an application or review of a premises licence the Licensing Authority must satisfy the licensing objectives.
24. Hearings may occur in the following circumstances, including determining applications:

- for a premises licence
- for a provisional statement (see glossary)
- to vary a premises licence
- to vary the details of an individual specified in a premises licence as the designated premises supervisor
- for transfer of a premises licence
- for a review of a premises licence
- for conversion of an existing licence during the period of transition
- for review of a premises licence following a closure order issued by the police and the exercise of powers by a magistrates court
- following the cancellation of an interim authority notice following a police objection

25. Organisers of festivals or concerts, who require a premises licence, are strongly advised to contact the Licensing Authority at least six months prior to the event.
26. The Council may seek, where appropriate, to obtain premises licences for suitable open spaces and premises that it owns or has control over. This will allow a variety of users, with permission from the Council, to use the open space or premises without having to individually seek a premises licence, and will enable the Council to promote live music, dance, circuses, and cultural events within our Borough. In such circumstances, the user must adhere to any conditions imposed upon them by the Council. Interested parties and responsible authorities may make representation in relation to premises licence applications in respect of open spaces.

Personal licence

27. A personal licence is granted by the Licensing Authority to an individual, and authorises that individual to supply alcohol, or authorise the supply of alcohol, in accordance with a premises licence.
28. A personal licence has effect, unless revoked or surrendered, for an initial period of 10 years beginning from the date on which it is granted, and may be renewed for further periods of ten years at a time.

29. Hearings may occur in the following circumstances, including determining applications:

- for the grant of a personal licence
- for renewal of a personal licence
- for grant of a personal licence by the holder of an existing justices' licence during the period of transition
- for conversion of an existing licence during the period of transition
- following convictions coming to light after grant or renewal of a personal licence

30. The Licensing Authority must grant the licence if it appears that:

- (a) The applicant is aged 18 or over;
- (b) The applicant possesses an accredited licensing qualification or is a person of a prescribed description;
- (c) No personal licence held by them has been forfeited in the period of five years ending with the day the application was made;
- (d) The applicant has not been convicted of any relevant offence or any foreign offence; and
- (e) The Applicant pays the appropriate fee.

31. If the applicant has been convicted of any relevant offence (see glossary) or foreign offence (see glossary) the police may object to the grant of the licence on the grounds that it would undermine the crime and disorder objective.

32. An application for the grant of a personal licence:

- (a) must, if the applicant is ordinarily resident in the area of a Licensing Authority, be made to that authority, and
- (b) may, in any other case, be made to any Licensing Authority (eg someone who lives abroad but wishes to have a personal licence for use in the United Kingdom)

Club premises certificate

33. Club premises certificates provide authorisation for qualifying clubs to use club premises for “qualifying club activities.” Qualifying club activities are the supply of alcohol by or on behalf of a club to a member of a club, the sale by retail of alcohol by or on behalf of a club to a guest of a member for consumption on the club premises and the provision of regulated entertainment by or on behalf of the club for its members and guests.

34. Hearings may occur in the following circumstances, including determining applications:

- for a club premises certificate
- to vary a club premises certificate
- for review of a club premises certificate
- for conversion of an existing club registration certificate during the period of transition.

Permitted temporary activities

35. Where it is proposed to use premises for one or more licensable activities involving less than 500 people, during a period not exceeding 96 hours, a “temporary event notice” must be given to the Licensing Authority and Police.
36. Any individual who is aged 18 or over may give a temporary event notice whether or not they hold a personal licence.
37. Where an individual does not hold a personal licence they can give 5 temporary event notices per year, whereas a personal licence holder may give up to 50 temporary event notices per year.
38. Each calendar year, no more than 12 temporary events can be held at any one premises.
39. No permission is required from the Licensing Authority. However, the applicant must inform both the police and the Licensing Authority of the temporary event.
40. The police may object to a temporary event notice if it considers it necessary for the prevention of crime and disorder. Where the police object, the Licensing Authority must hold a hearing to consider the objection, unless the premises user, the chief officer of police who gave the objection notice and the Licensing Authority agree that a hearing is unnecessary.
41. Although the legislative requirement for giving notice is 10 working days, it is recommended that the temporary event notice be given to the Licensing Authority and the police at least 20 working days before the event is due to begin.