

AGENDA

Meeting: Western Area Licensing Sub Committee
Place: Council Chamber - Council Offices, Bradley Road, Trowbridge
Date: Wednesday 25 May 2011
Time: **2.00 pm**
Matter: Application for a Premises Licence made by Trowbridge Town Council in respect of The Civic Centre, St Stephens Place, Trowbridge

Please direct any enquiries on this Agenda to Liam Paul, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718376 or email liam.paul@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225)713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Desna Allen
Cllr Jose Green

Cllr Jonathon Seed

AGENDA

1. **Election of Chairman**

To elect a Chairman for the meeting of the Sub-Committee.

2. **Procedure for the Meeting** (*Pages 1 - 6*)

The Chairman will explain the attached procedure for the members of the public present.

3. **Chairman's Announcements**

The Chairman will give details of the exits to be used in the event of an emergency.

4. **Declarations of Interest**

To receive any declarations of personal or prejudicial interests or dispensations granted by the Standards Committee.

5. **Licensing Application** (*Pages 7 - 12*)

To consider and determine an application for a Premises Licence made by Trowbridge Town Council in respect of The Civic Centre, St Stephens Place, Trowbridge.

5.1. Appendix A - Application for a Premises Licence under the Licensing Act 2003 (*Pages 13 - 36*)

5.2. Appendix B - Copies of relevant representations (*Pages 37 - 38*)

5.3. Appendix C - Location map of the area/premises to be licensed and details of locations where representations have been made (*Pages 39 - 46*)

LICENSING COMMITTEE

PROCEDURAL RULES FOR THE HEARING OF LICENSING ACT 2003 APPLICATIONS

1 Purpose

- 1.1 These rules have been prepared to facilitate proper consideration of licence applications, made under the Licensing Act 2003, by the Licensing Committee and its Sub Committees.
- 1.2 The rules set out a framework for how applications are to be heard and explain the role of the participants at the Hearing.

2 Definitions

- 2.1 The following definitions describe the participants at and the subject matter of a Hearing:

“Applicant” means the person who has submitted an Application for consideration by the Committee.

“Applicant’s Premises” means premises subject to the Application.

“Applicant’s Representative” means a person attending a Hearing to assist or represent an Applicant including a lawyer.

“Application” means an application for the Grant/Variation/Transfer/Review and any other decision to be made by the Committee/Sub-Committee in respect of a Licence.

“Chairperson” means the Member who is the Chairperson of the Committee for the particular Hearing.

“Committee” means the Council’s Licensing Committee and includes any Sub Committee of the Licensing Committee.

“Committee Lawyer” means the Council’s Lawyer (including an external Lawyer instructed by the Council’s Legal & Democratic Services Manager) who is present at a Hearing to advise the Chairperson and the Members.

“Committee Manager” means the Council’s Officer who is present at a Hearing to take minutes.

“Committee Report” means the Licensing Officer’s written report to the Committee concerning an Application, a copy of which has been previously made available to the Applicant or their Representative, a Responsible Authority or their Representative or an Interested Party or their Representative.

“Hearing” means a meeting of the Committee at which an Application is considered.

“Licence” means a Licence which the Committee has the power or duty inter alia to grant, transfer, suspend or revoke.

“Licensing Officer” means the Council’s Licensing Officer(s) who is/are present at a Hearing to present reports in respect of an Application and to give technical advice in respect of an Application to the Committee when requested.

“Licensing Authority” the Council in whose geographical area the subject matter of the Application relates to, and includes the Council’s Licensing Committee, any Sub Committee of the Licensing Committee and a Licensing Officer.

“Member” means a Member who is a Member of the Committee that is considering an Application.

“Responsible Authority” means a person who is present at a Hearing to make representations in respect of an Application in their capacity as Responsible Authority and includes any person who is present to assist or make representations on behalf of the Responsible Authority including a Lawyer.

“Interested Party” means a person who is present at a Hearing to make representations in respect of an Application in their capacity as an Interested Party, and includes any person who is present to assist or make representations on behalf of the Interested Party including a Lawyer.

3 Key Principles

- 3.1 The principles of ‘natural justice’, and Article 6 ‘Right to a Fair Trial’, which is one of the Convention Rights in the Human Rights Act 1998, require that there is a fair Hearing of Applications.
- 3.2 Natural justice is an umbrella term for the legal standards of basic fairness. This will include that:
 - 3.2.1 the Applicant has an opportunity to make representations before a decision is made;
 - 3.2.2 those making representations have an opportunity to voice their representations before a decision is made;

- 3.2.3 the Applicant has an adequate opportunity to consider and respond to any submissions made by a Responsible Authority/Authorities and/or an Interested Party/Parties;
- 3.2.4 the Committee does not exclude an Applicant from a Hearing in order to consider submissions from a Responsible Authority/Authorities and/or an Interested Party/Parties.
- 3.3 It is also fundamental that there is an orderly presentation of submissions at a Hearing so that the relevant issues are properly understood, evidence is tested and that oral statements made at the Hearing are accurately recorded.
- 3.4 Ultimately the Chairperson determines the application of these rules, having regard to any submissions being made by those present and in particular the Committee Lawyer.

4 The Hearing

- 4.1 The Hearing shall take place in public.
 - 4.1.1 The Committee may exclude the public from all or part of the Hearing where it considers it to be in the public interest to do so and, in accordance with the Local Government (Access to Information) Act 1985, as amended. Public includes a party and any person assisting or representing a party.
 - 4.1.2 The Committee may require any person attending the Hearing who, in its opinion, is behaving in a disruptive manner, to leave the Hearing and may:
 - a refuse to permit them to return;
 - b permit them to return only on such conditions as the Committee may specify;
 - c in the event that a person is required to leave a Hearing that person may, before the end of the Hearing, submit to the Committee in writing any information which they would have given orally.
- 4.2 Prior to the Hearing commencing, the Chairperson shall advise the parties of the procedure it proposes to follow at the Hearing.
- 4.3 Where a party has previously requested permission for a person(s), other than their representative, to appear at the Hearing then the Committee shall consider whether to permit that request.
- 4.4 The Committee will allow the parties an equal maximum period of time in which to exercise their rights.

- 4.5 This equal maximum time may have been notified in advance of the Hearing;
- 4.6 Where there is a multiple of Interested Parties who have attended the Hearing to make the same representation then the Committee would normally require that a spokesperson be appointed by them to make the representations on behalf of all of those Interested Parties.

5 Presentation of Submissions

- 5.1 The Chairperson will introduce the Application.
 - 5.2 In the event that the Licensing Authority has given notice to a party requiring clarification on a point(s) then that party shall respond to the points raised by the Licensing Authority.
 - 5.3 Submissions shall be made in the following order unless the Chairperson directs otherwise:
 - 5.3.1 The Licensing Officer will orally present the Committee Report and will in particular advise the Committee as to:
 - a the options available to it;
 - b the considerations that are relevant in reaching its decision.
 - 5.3.2 The Review Applicant (or the Applicant's Representative) will orally present its submission which may include:
 - a presenting their case in accordance with the papers, which will have been circulated with Agenda papers;
 - b confirming key information and answer pertinent questions; and
 - c calling witnesses in support of the Application (see paragraph 4.3).
- A Responsible Authority/Authorities and/or an Interested Party/Parties will orally present their representations in turn which shall include:
- a the grounds of the representation to the Application; and
 - b any condition(s) that the Responsible Authority/Authorities and/or an Interested Party/Parties would be happy to have the Application granted subject to which would cause the representation to be withdrawn.
- The Premises Licence Holder and/or their representative will orally present their representations which shall include;
- a The response to the representations made by the Review Applicant, a Responsible Authority/Authorities and/or an Interested Party/Parties; and

- b Whether they would be happy to accept any modifications to the Licence as suggested by the Review Applicant, a Responsible Authority/Authorities and/or an Interested Party/Parties.

6 Questioning of Submissions

- 6.1 The Chairperson will regulate the order in which questions are asked by Members.
- 6.2 The Chairperson and Members, voiced through the Chairperson, may question any party following the completion of their submission.
- 6.3 The Chairperson will normally permit the Applicant, a Responsible Authority/Authorities or an Interested Party/Parties to ask questions through them of the other parties.
- 6.4 The Chairperson may direct that questions which are not relevant to the Application or one of the four Licensing Objectives are not formally put or answered.

7 Documentation

- 7.1 No party shall present new documentation to the Committee at the Hearing other than with the consent of all of the other parties. This does not preclude the Licensing Officer from correcting errors, providing updated information or an extract from a local map showing the Applicant's Premises in the context of the surrounding premises and any Interested Party's premises. If any party is granted permission to present supplementary papers at the Hearing they shall provide at least 10 copies at the start of their submission.

8 Intervention

The Chairperson shall permit the following interventions at any point in the Hearing:

- 8.1 The Committee Lawyer to advise the Committee on issues of law, procedure and relevant considerations on decision making. If necessary, the Chairperson may require the Committee, the Committee Lawyer and the Committee Manager to leave the Hearing so that advice can be given.
- 8.2 The Committee Manager to advise the Committee on procedure generally, or to request that statements made are repeated for reasons of clarity and so that they can be properly recorded.
- 8.3 The Licensing Officer to seek to clarify statements that have been made in light of information held on their file.

9 Failure of Parties to Attend Hearing

- 9.1 If a party has informed the Licensing Authority that it does not intend to attend or be represented at a Hearing, the Hearing may proceed in its absence.
- 9.2 If a party has not indicated that it does not intend to attend or be represented at a Hearing and fails to attend or be represented at the Hearing then the Licensing Authority may:
 - 9.2.1 where it considers it be necessary in the public interest, adjourn the Hearing to a specified date; or
 - 9.2.2 hold the Hearing in the party's absence.
- 9.3 Where the Licensing Authority holds a Hearing in the absence of a party, it shall consider at the Hearing the application, representations or notice made by that party.

10 Closing Submissions

- 10.1 The Chairperson shall allow first, the Responsible Authority/Authorities and the Interested Party/Parties to make a closing oral submission(s) and secondly invite the Applicant or the Applicant's Representative an opportunity to make an oral closing submission in support of the Application.

11 Decision

- 11.1 The Committee, the Committee Lawyer and the Committee Manager, shall retire so that the decision may be considered in private, and to consider any legal issues raised by the Members.
- 11.2 The decision, and reasons for the decision, of the Committee shall be communicated orally by the Chairperson to the parties after the Committee has deliberated in private on the Application.
- 11.3 Written reasons shall be provided soon after the deliberations of the Application and in any event within the statutory time limits.

Review Hearing Procedure Summary

1. The Chairperson welcomes all those present and introduces the Application.
2. The Chairperson invites the Sub-Committee Members, Council Officers, the Review Applicant and/or their representative, any Responsible Authorities and/or Interested Parties and the Premises Licence Holder and/or their representative to introduce themselves.
3. The Chairperson outlines the Hearing Procedure.
4. The Licensing Officer presents the Committee Report and outlines the application.
5. The Review Applicant and/or their representative address the Sub-Committee to present their case.
6. Questions to the Review Applicant by Members of the Sub-Committee, any Responsible Authorities and/or Interested Parties and the Premises Licence Holder.
7. Responsible Authorities and/or Interested Parties who have made relevant representations address the Sub-Committee.
8. Questions to any of the Responsible Authorities and/or Interested Parties by Members of the Sub-Committee, the Review Applicant and the Premises Licence Holder.
9. The Premises Licence Holder and/or their representative address the Sub-Committee to present their case.
10. Questions to the Premises Licence Holder by Members of the Sub-Committee, any Responsible Authorities and/or Interested Parties and the Review Applicant.
11. Summing up by the Responsible Authorities and/or Interested Parties who have made relevant representations.
12. Summing up by the Premises Licence Holder.
13. Summing up by the Review Applicant.
14. The Sub-Committee retires with the Committee Lawyer and Committee Manager to consider its decision.
15. Sub-Committee returns and the Lawyer gives a summary of any legal advice that may have been given to the Sub-Committee, and invites the parties present to make any comments on that advice.
16. The Chairperson either gives the decision with reasons, or advises that it will be released in writing with reasons within the statutory time limits.

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WILTSHIRE COUNCIL

WESTERN AREA LICENSING SUB COMMITTEE

25 MAY 2011

Application for a Premises Licence; The Civic Centre, St Stephens Place Trowbridge BA14 8AH

1. Purpose of Report

- 1.1 To determine an application made by Trowbridge Town Council, for a Premises Licence in respect of The Civic Centre, St Stephens Place, Trowbridge.

2. Background Information

- 2.1 An application for a Premises Licence in respect of The Civic Centre has been made by Trowbridge Town Council for which relevant representations have been received.
- 2.2 Wiltshire Council (as the Licensing Authority) must hold a hearing to consider the application having regard to the representations. In accordance with Section 18 (3) of The Licensing Act 2003 the Licensing Sub Committee is required to take such of the steps listed in 2.4 below as it considers necessary for the promotion of the licensing objectives. In considering the application and the relevant representations, the Sub Committee must also have regard to relevant Government guidance and the Council's Licensing Policy.
- 2.3 The licensing objectives are:
- i) The Prevention of Crime and Disorder;
 - ii) Public Safety;
 - iii) The Prevention of Public Nuisance; and
 - iv) The Protection of Children from Harm.
- 2.4 Such steps are:
- i) To grant the licence subject to such conditions as are consistent with those included in the operating schedule submitted with the application, modified to such extent as the Sub Committee considers necessary for the promotion of the licensing objectives, together with any mandatory conditions required by the Licensing Act.
 - ii) To exclude from the scope of the application any licensable activity.
 - iii) To refuse to specify a person as the designated premises supervisor.
 - iv) To reject the application.
- 2.5 On 1 April 2011, an application for a Premises Licence was received and accepted as a valid application.

2.6 The application as applied for is as follows:

Licensable Activity	Timings	Days
<u>Provision of regulated entertainment</u>		
Plays	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
Films	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
Indoor sporting events	0800 – 0500	Monday – Sunday
Boxing or wrestling entertainment	0800 – 0500	Monday – Sunday
Live music	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
Recorded music	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
Performance of dance	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
Anything of a similar description	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
<u>Provision of entertainment facilities</u>		
Making music	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
Dancing	0800 – 0500 indoors 0800 – 2200 outdoors	Monday – Sunday
Entertainment of a similar description	0800 – 0500 indoors 0800 – 2200 outdoors	Monday - Sunday
Provision of late night refreshment	2300 – 0500 indoors	Monday – Sunday
Sale by retail of alcohol (on & off the premises)	0800 – 0500 indoors 0800 – 2200 outdoors	Monday - Sunday

A copy of the application from Trowbridge Town Council is attached as **Appendix (a)**.

- 2.7 The application is to cover the Trowbridge Town Park and café, Market Street, Fore Street, a small part of Silver Street and the Civic Centre. The Civic Centre building replaces the building previously known as the Civic Hall.
- 2.8 A location plan of the area to be licensed is attached as **Appendix 2b** to this report.
- 2.9 A copy of the plans submitted by the Applicants with the application, will be available at the hearing.
- 2.10 Background Information - During the consultation period, the following worded condition relating to the building (formally known as The Civic Hall) was agreed between the Applicants and the Wiltshire Police Licensing Officer.

"A CCTV system with recording or monitoring capability shall be installed to cover all floors of the premises used under the terms of the Licence and shall also cover all entrances, exits and external areas immediately around entrances. The image quality shall be sufficient to be able to identify individuals. Recordings will be kept for 30 days and be made readily available to any authorised Officer of the Council or Police Officer on duty."

- 2.11 Currently, Trowbridge Town Council holds a Premises Licence under the Licensing Act 2003, which covers Park Road, Market Street, Fore Street, and the upper Park, including the Park's bandstand.

The licensable activities and the hours of operation of this licence, are as follows:

Sale of Alcohol)		
(on & off sales))	Monday to Sunday	1000 to 2200 hours
Regulated Entertainment)		
(including live music))		

3. Consultation and Representations

- 3.1 The application process requires a public notice to be posted on the premises for a period of 28 days. During the consultation period relevant representations have been received from 10 residents of Knightstone Court, St Stephen's Place, Trowbridge, BA14 8AH, (Interested Parties).

3.2 Responsible Authorities

No Responsible Authority has made a representation in connection with this application

3.3 Interested Parties

- | | | |
|--------------------|---------|-------------------|
| • Mrs I Brewer | Flat 1 | Knightstone Court |
| • Mrs B Baxendale | Flat 3 | " |
| • Mrs Cole | Flat 6 | " |
| • Mrs C Macfarlane | Flat 9 | " |
| • Mr P Wilson | Flat 10 | " |
| • Mrs A Wilson | Flat 10 | " |

- Mr Atkinson Flat 16 “
- Mrs R Atkinson Flat 16 “
- Mrs Z Bishop Flat 17 “
- Mrs J Swift Flat 18 “

3.4 A summary of the representations made is detailed in the table below:

Representation	Licensing Objective	Accepted	Comments
Anti Social Behaviour	Crime & Disorder	√	
Public Safety	Public Safety	√	

3.5 The relevant representations are attached as **Appendix 2a**. Attached as **Appendix 2b** is a plan which shows the locations from where representations have been made.

4. Legal Implications

4.1 This hearing is governed by the Licensing Act 2003 (Hearings) Regulations. These provide that hearings should be held in public unless the Licensing Authority considers that the public interest in excluding the public outweighs the public interest in the hearing taking place in public.

4.2 The Applicant, all Responsible Authorities and Interested Parties who have made representations have been informed of the date, time and location of the hearing and their right to attend and be represented.

4.3 At the hearing all those Responsible Authorities and Interested Parties who have made representations are entitled to address the Sub Committee and to ask questions of another party, with the consent of the Sub Committee.

5. Officer Recommendations

5.1 Officers are not permitted to make a recommendation – the decision is to be reached by the members of the Licensing Sub Committee.

6. Right of Appeal

6.1 It should be noted that the Applicant, the Responsible Authority(ies) and Interested Parties who have made representations may appeal the decision made by the Licensing Sub Committee to the Magistrates Court. The appeal must be lodged with the Magistrates Court within 21 days of the notification of the decision.

6.2 In the event of an appeal being lodged, the decision made by the Licensing Sub Committee remains valid until any appeal is heard and any decision made by the Magistrates Court.

6.3 A Responsible Authority or an Interested Party may apply to the Licensing Authority for a Review of a Premises Licence. Whether or not a Review Hearing takes place is in the discretion of the Licensing Authority, but, if

requested by an Interested Party will not normally be granted within the first 12 months except for the most compelling circumstances.

Report Author: Maggie Jones
Mrs M Jones, Policy & Licensing Officer – Licensing Team, West Hub
9 May 2011

Background Papers Used in the Preparation of this Report

- **The Licensing Act 2003**
- **The Licensing Act (Hearings) Regulations 2005**
- **Guidance issued under Section 182 of the Licensing Act 2003**
- **Wiltshire Council Licensing Policy**

Appendices

- (a) Application for a Premises Licence under the Licensing Act 2003**
- (b) Copies of relevant representations**
- (c) Location map of the area/premises to be licensed and includes the locations of where representations have been made.**

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Trowbridge Town Council

Working with the Community



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17th March 2011

To all consultants for licensing matters,

The Trowbridge Town Council, having held preparatory meetings with licensing & police representatives, would like to apply to hold a joint licence for the new Civic Centre and the outside area known as the Town Park and Fore Street.

To aid understanding we have enclosed maps of both the Civic Centre (indoors) and the Town area (outdoors). There are 2 sets of timings; the upper sets on each page in black relate to the Civic Centre times of opening for activities, the second set in blue relate to the outdoor events; Trowbridge Town Park and Fore Street Trowbridge.

A condition that will be held on the licence is that the Council will issue a general outline for an outdoor event at the 56 day point and then produce a management plan at the 28 day point for consideration and consultation by the Public Event Safety Group.

At this time we are working off plan for the Civic Centre operational plan. This will be agreed with all authorities before opening, expected opening is November 2011.

Our next main licensable outdoor event is the Veterans weekend, 24-26 June 2011. The outline plan has been issued and the Town Council Representatives will be attending the Event Safety Group meeting on 14th April 2011, with a full management plan.

The Town Council now has an experienced team made up of two NEBOSH qualified persons, two experienced event managers and an instructor in First Aid, Manual Handling and Fire Safety. We also employ a security management team who only recruit qualified door supervisors and stewards. Please see our methods to control our commitment to the four licensing objectives within our application.

Yours sincerely

Bill Austin
Head of Direct Services



INVESTOR IN PEOPLE



**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 Trowbridge Town Council

(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 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			
The Civic Centre, St. Stephens Place, Trowbridge BA14 8AH Plus the land known as the Town Centre and Park Area Map references:- Civic - Gd 857 577 Park- Gd 858 577 Fore St. Gd 856 579			
Post town	Trowbridge	Post code	BA14 8AH

Telephone number at premises (if any)	01225 762439
Non-domestic ratable value of premises	£42,000.00

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as
Please tick yes

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B)
 - ii. as a partnership 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:

Please tick yes

- 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		
I am 18 years old or over				<input checked="" type="checkbox"/>	Please tick yes
Current postal 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		

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I am 18 years old or over		<input type="checkbox"/> Please tick yes	
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 Trowbridge Town Council
Address The Civic Centre St Stephens Place Trowbridge Wiltshire BA14 8AH
Registered number (where applicable) None
Description of applicant (for example, partnership, company, unincorporated association etc.) Town Council
Telephone number (if any) 01225 762439 / 01225 765072
E-mail address (optional) civic@trowbridge.gov.uk or

Part 3 Operating Schedule

When do you want the premises licence to start?

Day	Month	Year
0	1	04 2 0 1 1

If you wish the licence to be valid only for a limited period, when do you want it to end?

Day	Month	Year

P:\DIRS_Direct Services Department\TECH - Technical Services\32_Licensing Matters\Civic Hall\Civic Centre Licence 2011\Civic Hall new premises licence.doc

Please give a general description of the premises (please read guidance note1)
 A Civic Centre running functions & holding events. A small café running during the day time period. The outdoor area known as the Town Park, Fore Street, Market Street and a small part of Silver Street. All marked on the provided maps and building layouts.
 (Previously known as the Upper Park and Town Centre License)
 The outdoor events will run from this general plan with a specific detailed plan issued at the twenty eight day notice period to licensing and the police with permission to use any Wiltshire council property.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick yes

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of entertainment facilities:

- i) making music (if ticking yes, fill in box I)
- j) dancing (if ticking yes, fill in box J)
- k) entertainment of a similar description to that falling within (i) or (j) (if ticking yes, fill in box K)

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

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

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>		
Day	Start	Finish		Outdoors	<input type="checkbox"/>		
Mon	08:00	05:00	Please give further details here (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.	Both	<input checked="" type="checkbox"/>		
	08:00	22:00					
Tue	08:00	05:00					
	08:00	22:00					
Wed	08:00	05:00		State any seasonal variations for performing plays (please read guidance note 4)			
	08:00	22:00					
Thur	08:00	05:00					
	08:00	22:00					
Fri	08:00	05:00			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 5)		
	08:00	22:00					
Sat	08:00	05:00					
	08:00	22:00					
Sun	08:00	05:00					
	08:00	22:00					

B

Films Standard days and timings (please read guidance note 6)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.		
Mon	08:00	05:00			
	08:00	22:00			
Tue	08:00	05:00			
	08:00	22:00			
Wed	08:00	05:00			
	08:00	22:00			
Thur	08:00	05:00			
	08:00	22:00			
Fri	08:00	05:00			
	08:00	22:00			
Sat	08:00	05:00			
	08:00	22:00			
Sun	08:00	05:00			
	08:00	22:00			
			State any seasonal variations for the exhibition of films (please read guidance note 4)		
			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 (please read guidance note 5)		

C

Indoor sporting events Standard days and timings (please read guidance note 6)			Please give further details (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.	
Day	Start	Finish		
Mon	08:00	05:00	State any seasonal variations for indoor sporting events (please read guidance note 4)	
	08:00	22:00		
Tue	08:00	05:00		
	08:00	22:00		
Wed	08:00	05:00		
	08:00	22:00		
Thur	08:00	05:00		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 5)
	08:00	22:00		
Fri	08:00	05:00		
	08:00	22:00		
Sat	08:00	05:00		
	08:00	22:00		
Sun	08:00	05:00		
	08:00	22:00		

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon	08:00	05:00	Please give further details here (please read guidance note 3)		
Tue	08:00	05:00			
Wed	08:00	05:00	State any seasonal variations for boxing or wrestling entertainment (please read guidance note 4)		
Thur	08:00	05:00			
Fri	08:00	05:00	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 (please read guidance note 5)		
Sat	08:00	05:00			
Sun	08:00	05:00			

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	08:00	05:00	Please give further details here (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.		
	08:00	22:00			
Tue	08:00	05:00			
	08:00	22:00			
Wed	08:00	05:00	State any seasonal variations for the performance of live music (please read guidance note 4)		
	08:00	22:00			
Thur	08:00	05:00			
	08:00	22:00			
Fri	08:00	05:00	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 5)		
	08:00	22:00			
Sat	08:00	05:00			
	08:00	22:00			
Sun	08:00	05:00			
	08:00	22:00			

F

Recorded music Standard days and timings (please read guidance note 6)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>						
				Outdoors	<input type="checkbox"/>						
				Both	<input checked="" type="checkbox"/>						
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.								
Mon	08:00	05:00									
	08:00	22:00									
Tue	08:00	05:00									
	08:00	22:00									
Wed	08:00	05:00				<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 4)					
	08:00	22:00									
Thur	08:00	05:00									
	08:00	22:00									
Fri	08:00	05:00							<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 5)		
	08:00	22:00									
Sat	08:00	05:00									
	08:00	22:00									
Sun	08:00	05:00									
	08:00	22:00									

G

Performances of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>		
Day	Start	Finish		Outdoors	<input type="checkbox"/>		
Mon	08:00	05:00	Please give further details here (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.	Both	<input checked="" type="checkbox"/>		
	08:00	22:00					
Tue	08:00	05:00					
	08:00	22:00					
Wed	08:00	05:00		State any seasonal variations for the performance of dance (please read guidance note 4)			
	08:00	22:00					
Thur	08:00	05:00					
	08:00	22:00					
Fri	08:00	05:00			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 5)		
	08:00	22:00					
Sat	08:00	05:00					
	08:00	22:00					
Sun	08:00	05:00					
	08:00	22:00					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			<u>Please give a description of the type of entertainment you will be providing</u>		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon	08:00	05:00		Outdoors	<input type="checkbox"/>
	08:00	22:00		Both	<input checked="" type="checkbox"/>
Tue	08:00	05:00	<u>Please give further details here</u> (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.		
	08:00	22:00			
Wed	08:00	05:00			
	08:00	22:00			
Thur	08:00	05:00	<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
	08:00	22:00			
Fri	08:00	05:00			
	08:00	22:00			
Sat	08:00	05:00	<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 5)		
	08:00	22:00			
Sun	08:00	05:00			
	08:00	22:00			

Provision of facilities for making music Standard days and timings (please read guidance note 6)			<u>Please give a description of the facilities for making music you will be providing</u>			
			<u>Will the facilities for making music be indoors or outdoors or both – please tick</u> (please read guidance note 2)			Indoors
			Outdoors			<input type="checkbox"/>
			Both			<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.			
Mon	08:00	05:00				
	08:00	22:00	<u>State any seasonal variations for the provision of facilities for making music</u> (please read guidance note 4)			
Tue	08:00	05:00				
	08:00	22:00	<u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u> (please read guidance note 5)			
Wed	08:00	05:00				
	08:00	22:00				
Thur	08:00	05:00				
	08:00	22:00				
Fri	08:00	05:00				
	08:00	22:00				
Sat	08:00	05:00				
	08:00	22:00				
Sun	08:00	05:00				
	08:00	22:00				

J

Provision of facilities for dancing Standard days and timings (please read guidance note 6)			Will the facilities for dancing be indoors or outdoors or both – please tick (see guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
			Please give a description of the facilities for dancing you will be providing		
Day	Start	Finish	Please give further details here (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.		
Mon	08:00	05:00			
	08:00	22:00			
Tue	08:00	05:00			
	08:00	22:00			
Wed	08:00	05:00			
	08:00	22:00			
Thur	08:00	05:00			
	08:00	22:00			
Fri	08:00	05:00			
	08:00	22:00			
Sat	08:00	05:00			
	08:00	22:00			
Sun	08:00	05:00			
	08:00	22:00			
			State any seasonal variations for providing dancing facilities (please read guidance note 4)		
			Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list (please read guidance note 5)		

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)			<u>Please give a description of the type of entertainment facility you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Mon	08:00	05:00		Both	<input checked="" type="checkbox"/>
	08:00	22:00			
Tue	08:00	05:00	<u>Please give further details here</u> (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.		
	08:00	22:00			
Wed	08:00	05:00			
	08:00	22:00			
Thur	08:00	05:00	<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u> (please read guidance note 4)		
	08:00	22:00			
Fri	08:00	05:00			
	08:00	22:00			
Sat	08:00	05:00	<u>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</u> (please read guidance note 5)		
	08:00	22:00			
Sun	08:00	05:00			
	08:00	22:00			

L

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<p>Please give further details here (please read guidance note 3) The first sets of timings in black relate to the Civic Centre indoor events. The second set in blue relate to the outdoor events.</p> <p>State any seasonal variations for the provision of late night refreshment (please read guidance note 4)</p> <p>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 (please read guidance note 5)</p>		
Mon	08:00	05:00			
	08:00	22:00			
Tue	08:00	05:00			
	08:00	22:00			
Wed	08:00	05:00			
	08:00	22:00			
Thur	08:00	05:00			
	08:00	22:00			
Fri	08:00	05:00			
	08:00	22:00			
Sat	08:00	05:00			
	08:00	22:00			
Sun	08:00	05:00			
	08:00	22:00			

M

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 4)		
Mon	08:00	05:00			
	08:00	22:00			
Tue	08:00	05:00			
	08:00	22:00			
Wed	08:00	05:00			
	08:00	22:00			
Thur	08:00	05:00			
	08:00	22:00			
Fri	08:00	05:00			
	08:00	22:00			
Sat	08:00	05:00			
	08:00	22:00			
Sun	08:00	05:00			
	08:00	22:00			
			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 5)		

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name William Ernest Austin	
Address [Redacted] [Redacted] [Redacted] [Redacted]	
Postcode	[Redacted]
Personal Licence number (if known) WW0500280LAPERN	
Issuing licensing authority (if known) Wiltshire Council	

N

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 8)
 Any event that may be of an explicit nature will have an over eighteen age restriction placed on entry to the venue. This will be in the building events management plan issued and will be a condition on the terms and conditions of all customers.

O

Hours premises are open to the public Standard days and timings (please read guidance note 6)			State any seasonal variations (please read guidance note 4)	
Day	Start	Finish		
Mon	00:00	24:00		
	00:00	24:00		
Tue	00:00	24:00		
	00:00	24:00		
Wed	00:00	24:00		
	00:00	24:00		
Thur	00:00	24:00		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 (please read guidance note 5)
	00:00	24:00		
Fri	00:00	24:00		
	00:00	24:00		
Sat	00:00	24:00		
	00:00	24:00		
Sun	00:00	24:00		
	00:00	24:00		

P Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)

A management plan will be produced for the Civic Centre and will cover all indoor events. There will be a separate management plan issued appropriately for each outdoor event within the park and town centre area. All key management responsible persons will have personal licenses and training in both drug awareness and vulnerable persons. We will take guidance from both the Wiltshire Alcohol Strategy November 2008 and the Nation Drugs Strategy 2010. We will provide 56 days notice period for any outdoor events with a general outline and with the 28 day period we will provide a full management plan to be agreed with all responsible authorities.

b) The prevention of crime and disorder

All reasonable steps will be taken by staff to ensure that persons entering the premises are not carrying any illegal drugs. Regular searches by staff of all areas of the premises will be undertaken during trading hours to ensure that drug use is not taking place on the premises. Any person found in possession of illegal drugs will be asked to leave the premises immediately. The DPS or premises license holder shall 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 events that are deemed necessary by the management plan will be appropriately manned with stewards and or qualified door supervisors. All incidents and audit trails will be recorded in the event incident book. Internal CCTV within the Civic Centre will be maintained and working to provide a satisfactory solution to identify suspects and a picture of activity leading up to any incident. These pictures will be of an appropriate quality. Recordings will be continuous and stored for a 30 day period and will be made available for review to the policing authorities, which will aid identification of suspects.

c) Public safety

The Health & Safety and fire legislation are sufficient to meet this objective; no further steps necessary to promote this objective (except as shown below). The DPS or premises license holder shall ensure compliance with all fire prevention and other fire safety measures as required by the fire authority. The DPS or premises license holder shall ensure compliance with health & safety measures as required. There will be a full and complete Risk Assessment plan within the Management Plan. This will be completed by our NEBOSH trained member of staff. Internal CCTV within the Civic Centre will be maintained and working to provide a satisfactory solution to identify suspects and a picture of activity leading up to any incident. These pictures will be of an appropriate quality. Recordings will be continuous and stored for a 30 day period and will be made available for review to the policing authorities, which will aid identification of suspects.

d) The prevention of public nuisance

The DPS or premises license holder shall 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. There will be a Noise Management plan as well as a full risk assessment audit trail with in the Management Plan. Internal CCTV within the Civic Centre will be maintained and working to provide a satisfactory solution to identify suspects and a picture of activity leading up to any incident. These pictures will be of an appropriate quality. Recordings will be continuous and stored for a 30 day period and will be made available for review to the policing authorities, which will aid identification of suspects.

e) The protection of children from harm

Proof of age will be required – only a restricted number of photographic identification will be acceptable, we will be adopting the new style I.D card “touch 2ID” and the “Challenge 25” scheme. Entertainment of an adult nature will not take place when children are present on the premises. After 2100 all children will need to be supervised by a responsible adult. . Internal CCTV within the Civic Centre will be maintained and working to provide a satisfactory solution to identify suspects and a picture of activity leading up to any incident. These pictures will be of an appropriate quality. Recordings will be continuous and stored for a 30 day period and will be made available for review to the policing authorities, which will aid identification of suspects.

Please tick yes

- 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 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

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

Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent (See guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	
Capacity	Head of Direct Services to Trowbridge Town Council

For joint applications signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent. (please read guidance note 12). **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 13) William Austin Trowbridge Town Council 10-12 Fore Street			
Post town	Trowbridge	Post code	BA14 8HA
Telephone number (If any)	01225 765072 / 07525 189845		
If you would prefer us to correspond with you by e-mail your e-mail address (optional) bill.austin@trowbridge.gov.uk			

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. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. 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.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. 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.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. 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, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

1.8 APR 2011

Wiltshire Council,
Licensing Section,
Bradley Road,
Trowbridge, BA14 0RD

10, Knightstone Court,
St Stephen's Place
Trowbridge BA14 8AH
14th April 13, 2011

Dear Sir,

We wish to make representation in relation to the application for a Premises Licence for the Civic Centre, Trowbridge.

We ask the Licensing Committee concerned to strongly consider the possible social and health consequences which may ensue if any license granted includes the sale of alcohol for consumption off the premises.

We ask ourselves, why should anyone want to purchase alcohol to take away, other than to consume it in either the park itself or in the twenty four hour car park, (which itself is already the cause of great distress to the residents here), when there is an over supply of outlets in Trowbridge itself?

We in St Stephen's Place are sick to death of the problems in the car park. The police have tried to deal with it, but their hands seem to be tied in some way.

It will only take one person who has over-imbibed to cause a serious accident, and it will be too late to justifiably say "we can learn a lesson".

The Council needs to concern itself with these issues in order to deal with the continuing reputation of doing nothing.

Yours faithfully,

The residents of Knightstone Court

Handwritten signatures and initials, including a large 'S' and 'K'.

(10 Signatures)

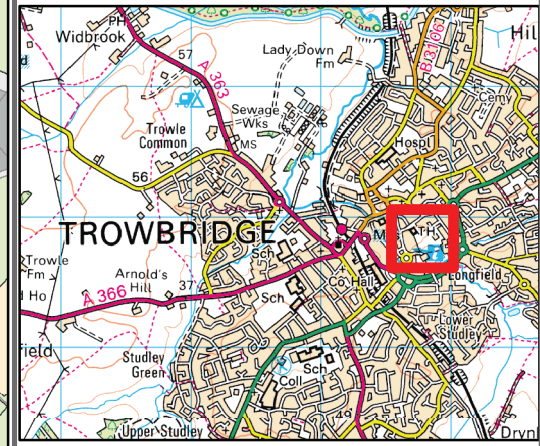
Below is a list of those people who have signed our previous notification to you. All the others are in agreement, but we haven't yet had a chance to obtain their signatures.

Mrs Irene Brewer	Flat 1.
Mrs Beryl Baxendale	3
Mrs Cole	6
Mrs Coral Macfarlane	9
Mr Peter Wilson	10
Mrs Audrey Wilson	10
Mr Atkinson	16
Mrs Rose Atkinson	16
Mrs Zenda Bishop	17
Mrs Jackie Swift	18



Knightstone Court,
St Stephen's Place,
Trowbridge BA14 8AH

**Premises Licence
The Civic Centre,
St Stephens Place
Trowbridge, BA14 8AH
Includes Land At
Town Park, Fore Street,
Park Road, Market Street
Silver Street
Ref 1/00035LAPRE**



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Scale 1:2,258
0 25 50 75 100
Meters

Wiltshire Council
Where everybody matters

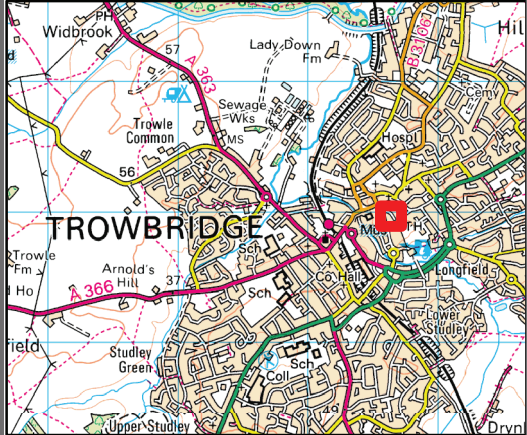
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Agenda Item 5c

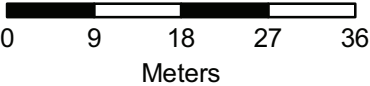
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**Premises Licence
The Civic Centre,
St Stephens Place
Trowbridge, BA14 8AH
Includes Land At
Town Park, Fore Street,
Park Road, Market Street
Silver Street
Ref 1/00035LAPRE**



Scale 1:783



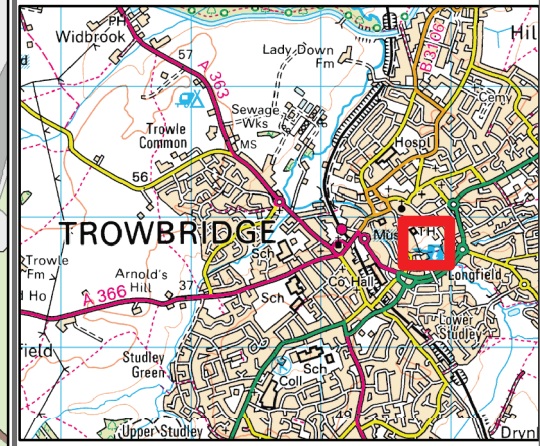
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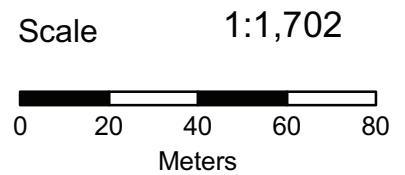
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Premises Licence
The Civic Centre,
St Stephens Place
Trowbridge, BA14 8AH
Includes Land At
Town Park, Fore Street,
Park Road, Market Street
Silver Street
Ref 1/00035LAPRE



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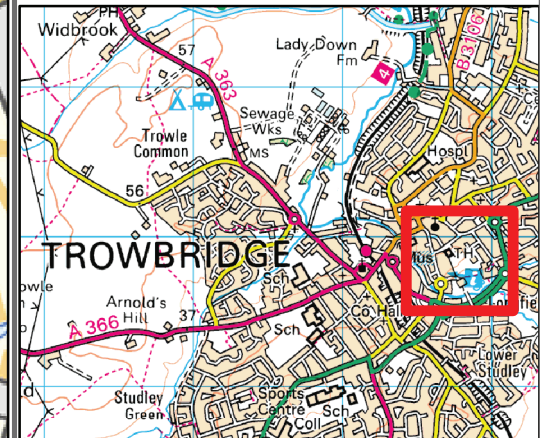
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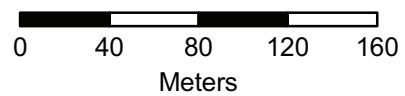


10 Objectors living in 8 Flats
17 Flats in building in total

**Premises Licence
The Civic Centre,
St Stephens Place
Trowbridge, BA14 8AH
Includes Land At
Town Park, Fore Street,
Park Road, Market Street
Silver Street
Ref 1/00035LAPRE**



Scale 1:3,391



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