

# AGENDA

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**Meeting:** Southern Area Licensing Sub Committee  
**Place:** Yeoman Room, Devizes Corn Exchange, Market Place, Devizes, SN10 1HS  
**Date:** Monday 14 September 2015  
**Time:** 10.00 am  
**Matter:** Application for Premises Licence - Sports and Social Club, 37 Tidworth Rd, Ludgershall, Andover, SP11 9QE

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Please direct any enquiries on this Agenda to Lisa Pullin, [lisa.pullin@wiltshire.gov.uk](mailto:lisa.pullin@wiltshire.gov.uk) or tel 01225 713015, of Democratic Services, County Hall, Bythesea Road, Trowbridge, BA14 8JN.

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](http://www.wiltshire.gov.uk)

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## Membership:

Cllr Dennis Drewett  
Cllr Jose Green

Cllr Simon Jacobs

## Reserve Member

Cllr Sue Evans

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# AGENDA

1 **Election of Chairman**

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

2 **Procedure for the Meeting** *(Pages 5 - 12)*

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

3 **Chairman's Announcements/Substitutions**

To notify the hearing of any changes in membership of the sub-committee, and receive any other announcements through the Chair.

4 **Declarations of Interest**

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

5 **Licensing Application** *(Pages 13 - 18)*

To consider and determine an Application for a Premises Licence by Ludgershall Sports and Social Club in respect of 37 Tidworth Road, Ludgershall.

£ **Appendix 1 - Application** *(Pages 19 - 36)*

£ **Appendix 2 - Club Premises Certificate** *(Pages 37 - 42)*

£ **Appendix 3 - Relevant Representations** *(Pages 43 - 100)*

£ **Appendix 4 - Location of Representations** *(Pages 101 - 102)*

£ **Appendix 5 - Noise Management Plan** *(Pages 103 - 104)*

£ **Appendix 6 - Environmental Health Officer Advice** *(Pages 105 - 106)*

£ **Appendix 7 - Applicant Submissions** *(Pages 107 - 164)*

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## 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 any person who has made a Relevant Representation 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.

**“Person making a Relevant Representation”** means a person who is present at a Hearing to make representations in respect of an Application and includes any person who is present to assist or make representations on behalf of that person including a Lawyer.

**“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.

### **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 any person/s who have made a Relevant Representation;

- 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 any person/s who have made a Relevant Representation.
- 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 are a number of people 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 who have made Relevant Representations .

## **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 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).
  - 5.3.3 A Responsible Authority/Authorities and/or any person/s who have made a Relevant Representation 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 any person/s who have made a Relevant Representation would be happy to have the Application granted subject to which would cause the representation to be withdrawn.

## **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 any person/s who have made a Relevant Representation 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 person/s who have made a Relevant Representation . 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 any person/s who have made a Relevant Representation 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.

## Hearing Procedure Summary

1. The Democratic Services Officer will request nominations for a Chairman for the Hearing.
2. The Chairperson welcomes all those present and introduces the Application.
3. The Chairperson introduces the Applicant, Responsible Authority/Authorities and/or any person/s who have made a Relevant Representation.
4. The Chairperson outlines the Hearing Procedure.
5. The Licensing Officer presents the Committee Report.
6. The Applicant addresses the Sub Committee.
7. Questions to the Applicant by Responsible Authority/Authorities and/or any person/s who have made a Relevant Representation.
8. Questions to the Applicant by Members of the Sub Committee.
9. Comments by Responsible Authority/Authorities and/or any person/s who have made a Relevant Representation.
10. Questions by Applicant.
11. Questions to Responsible Authority/Authorities and/or any person/s who have made a Relevant Representation by Members of the Sub Committee.
12. Summing up by Parties who have made representations.
13. Summing up by Applicant.
14. 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 Committee.
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

### Southern Area Licensing Sub-Committee

14 September 2015

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#### **Application for a Premises Licence; Ludgershall Sports & Social Club, 37 Tidworth Road, Ludgershall, Wiltshire, SP11 9QE**

#### **1. Purpose of Report**

- 1.1 To determine an application for a Premises Licence in respect of Ludgershall Sports & Social Club, 37 Tidworth Road, Ludgershall made by Ludgershall Sports & Social Club.

#### **2. Background Information**

- 2.1 An application for a Premises Licence in respect of Ludgershall Sports & Social Club has been made by Ludgershall Sports & Social Club for which 15 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 appropriate 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 appropriate 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 The applicant submitted an application to vary a Premises Licence on 9<sup>th</sup> July 2015 which was not accepted as a valid application and was subsequently withdrawn.

2.6 On 21st July 2015 an application for a new Premises Licence was received and accepted as a valid application.

2.7 The application as originally applied for is as follows:

<b>Licensable Activity</b>	<b>Timings</b>	<b>Days</b>
<u>Provision of regulated entertainment</u>		
Live music (Indoors & Outdoors)	12:00-00:00 12:00-02:00 (next day) 12:00-23:00	Monday-Thursday Friday & Saturday Sunday
Recorded music (Indoors & Outdoors)	12:00-00:00 12:00-02:00 (next day) 12:00-23:00	Monday-Thursday Friday & Saturday Sunday
Sale by retail of alcohol (ON & OFF Sales)	12:00-00:00 12:00-02:00 (next day) 12:00-23:00	Monday-Thursday Friday & Saturday Sunday

A copy of the application from Ludgershall Sports & Social Club is attached as **Appendix 1**. The prospective Designated Premises Supervisor as named on the application form is currently undertaking steps during the consultation period to gain a personal licence, to enable him to carry out this role.

2.8 The premise has held a Club Premises Certificate under the Licensing Act 2003 since 24<sup>th</sup> November 2005. A copy of the current Club Premises Certificate is attached as **Appendix 2**.

2.9 Since June 2015 Wiltshire Council has received three complaints from the same complainant in relation to the premises with regards to noise nuisance.

### **3. Consultation and Representations**

3.1 The application process requires the application to be advertised, by the Applicant, in a local news publication within 10 working days, starting on the day after the authority receives it and for a public notice (on pale blue paper) to be posted on the premises. In addition the Licensing Authority advertises the application on its website, for a period of 28 consecutive days, starting the day after the authority receives the application.

3.2 During the consultation period 15 relevant representations have been received from 15 local residents.

#### **3.3 Representations Received**

- Mr Darren & Mrs Jane Rattue, 22 Astor Crescent, Ludgershall, SP11 9RE

- Mr & Mrs Perry, 39 Tidworth Road, Ludgershall, SP11 9QE
- Mrs S Smith, 3 Astor Crescent, Ludgershall, SP11 9RG
- Mrs S Gardner, 1 Astor Crescent, Ludgershall, SP11 9PZ
- Miss P Goss, 5 Astor Crescent, Ludgershall, SP11 9EG
- Mrs L Bulloch, 2 Astor Crescent, Ludgershall, SP11 9RE
- Mr B & Mrs P Sprigg, 10 Astor Crescent, Ludgershall, SP11 9RE
- Mrs Fiona Musker, 36 Astor Crescent, Ludgershall, SP11 9RF
- Mr & Mrs Cleeton. 53 Tidworth Road, Ludgershall, SP11 9QE
- Margaret Winterbourne, 11 Astor Crescent, Ludgershall, SP11 9RG
- Mr L Wilkins, 47 Astor Crescent, Ludgershall, SP11 9RG
- Mr Daniel Marriott, 3 Springfields, Astor Crescent, Ludgershall, SP11 9BW
- Mr Nick and Mrs Catherine Sutherland, 7 Springfields, Astor Crescent, Ludgershall, SP11 9BW
- Mr S P Bray, 43 Astor Crescent, Ludgershall, SP11 9RG
- Mr T D Millet, 9 Springfields, Astor Crescent, Ludgershall, SP11 9BW

### 3.4 Responsible Authorities

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

3.5 A summary of the representations made are detailed in the table below:

<b>Representation</b>	<b>Licensing Objective</b>	<b>Accepted</b>	<b>Comments</b>
Mr & Mrs Rattue	Public Nuisance	Yes	Noise from customers & music, increased litter
Mr & Mrs Perry	Public Nuisance	Yes	Noise from music, light pollution
Mrs S Smith	Public Nuisance	Yes	Noise from music and customers leaving
Mrs S Gardner	Public Nuisance	Yes	Noise level from music
Miss P Goss	Public Nuisance	Yes	Noise level from music
Mrs L Bulloch	Public Nuisance	Yes	Noise from customers & increased litter
Mr & Mrs Sprigg	Public Nuisance	Yes	Noise from customers and music
Mrs Fiona Musker	Public Nuisance	Yes	Noise from music and customers, anti-social behaviour
Mr & Mrs Cleeton	Public Nuisance	Yes	Noise from music & customers. Criminal damage concern
Margaret Winterbourne	Public Nuisance	Yes	Noise from music & customers
Mr L Wilkins	Public Nuisance	Yes	Noise from music &

			customers
Mr Daniel Marriott	Prevention of Children from Harm, Prevention of Public Nuisance & Prevention of Crime & Disorder	Yes	Noise from music & customers, anti-social behaviour
Mr & Mrs Sutherland	Prevention of Public Nuisance	Yes	Noise from music & customers
Mr S P Bray	Prevention of Public Nuisance	Yes	Noise from music & customers
T D Millet	Prevention of Public Nuisance & Prevention of Crime & Disorder	Yes	Noise from music & customers, anti-social behaviour

3.6 The relevant representations are attached as **Appendix 3**. Some of those who made representations were asked to provide further documentation, due to their original representation explicitly referring to the previously submitted variation application, which was not accepted as a valid application. All documentation received has been included within **Appendix 3**.

Attached as **Appendix 4** is a plan which shows the locations from where representations have been made.

3.7 During the consultation period, the applicant made the following amendments to the Premises Licence application and subsequent operating schedule:

- Closure at 02:00hrs on Friday/Saturday is to be limited to 12 times per year; normal Friday/Saturday closure will be 00:30hrs as per the current Club Certificate. The Licensing Authority will be notified 14 days prior to the event for which the extended hours will be used.
- Outside music/entertainment will cease at 21:30hrs.
- Signage will be displayed at the premises requesting that customers leave the premises quietly.
- Implementation of a Noise Management Plan which is attached as **Appendix 5**.

3.8 The applicant and those who have made a representation have been informed of the Legislative Reform (Entertainment Licensing) Order 2014 which came into force on 6 April 2015. This order has deregulated regulated entertainment in certain situations. This would affect the second amendment in relation to outside music ceasing at 21:30hrs, as amplified live music that takes place on premises licensed to sell alcohol ON the premises/or a workplace no longer require a licence between 08:00hrs and 23:00hrs, providing the audience does not exceed 500 people.



3.9 During the consultation period, Ludgershall Town Council asked the applicant to consider a further condition to be imposed within the operating schedule of the application:

- For the premises to install a noise limiting system.

This condition was not agreed by the applicant, who sought advice from Wiltshire Council's Environmental Health Officer, Chris Portnall. Mr Portnall's summary of advice provided is attached as **Appendix 6**. Further submissions by the applicant are found at **Appendix 7**.

Ludgershall Town Council did not wish to object to the new premises licence application in light of the further condition not being imposed by the applicant. They also sought advice from Wiltshire Council's Environmental Health Team. The Town Councils support for the application was however based on the implementation of the amendments made to the application by the applicant (listed at 3.7).

#### **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, and all persons 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 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 and those persons 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 any person 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 a

person other than a Responsible Authority it will not normally be granted within the first 12 months except for the most compelling circumstances.

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Report Author: Hannah Hould, Public Protection Officer – Licensing, 01722 434414, [Hannah.hould@wiltshire.gov.uk](mailto:Hannah.hould@wiltshire.gov.uk)

Date of report: 1 September 2015

### **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**

- 1 Application for a new Premises Licence**
- 2 Club Premises Certificate**
- 3 Relevant Representations**
- 4 Map of Location of Representation's**
- 5 Noise Management Plan**
- 6 Email from Environmental Health Officer, Chris Portnall**
- 7 Additional applicant submissions**

[Insert name and address of relevant licensing authority and its reference number (optional).]

**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 LUDBERSHALL SPORTS AND SOCIAL 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			
LUDBERSHALL SPORTS AND SOCIAL CLUB 37 TIDWORTH ROAD			
Post town	LUDBERSHALL, WILTSHIRE	Postcode	SP11 9QE
Telephone number at premises (if any)		01264 790693	
Non-domestic rateable value of premises		£ 12,000	

**Part 2 - Applicant Details**

Please state whether you are applying for a premises licence as

Please tick as appropriate

- |   |  |
|---|--|
| a) an individual or individuals *               | <input type="checkbox"/> please complete section (A) |
| b) a person other than an individual *          |  |
| i. as a limited company                         | <input type="checkbox"/> please complete section (B) |
| ii. as a partnership                            | <input type="checkbox"/> please complete section (B) |
| iii. as an unincorporated association or        | <input type="checkbox"/> please complete section (B) |
| iv. other (for example a statutory corporation) | <input type="checkbox"/> 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)	
<b>Surname</b>			<b>First names</b>		
I am 18 years old or over <input type="checkbox"/>					Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**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)	
<b>Surname</b>			<b>First names</b>		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(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	LUDGERSHALL SPORTS AND SOCIAL CLUB
Address	37 TIDWORTH ROAD LUDGERSHALL WILTSHIRE SP11 9QE
Registered number (where applicable)	PREVIOUS PREMISES CERTIFICATE NR. KK/CP0033
Description of applicant (for example, partnership, company, unincorporated association etc.)	SPORTS AND SOCIAL CLUB
Telephone number (if any)	01264 790693
E-mail address (optional)	info@ludgershall-sports.com

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
17	09	2015

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

THE PREMISES ARE AS ATTACHED DRAWINGS, THERE ARE TWO BAR AREAS THAT CAN BE SEPARATED WITH A FOLDING WALL, EACH AREA HAS SEPARATE TOILET FACILITIES, ACCESS & EGRESS AND FIRE EXITS. EXTERNALLY TO THE FRONT IS A CAR PARK AND SMALL SEATING AREA. TO THE REAR IS A SPORTS PITCH AND SEATING AREA. THE SPORTS PITCH IS FULLY ENCLOSED WITH GATES KEPT LOCKED

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 any that apply

- 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 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**

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<b><u>Please give further details here</u></b> (please read guidance note 3)	Both	<input type="checkbox"/>
Tue					
Wed			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 4)		
Thur					
Fri			<b><u>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</u></b> (please read guidance note 5)		
Sat					
Sun					

**B**

<b>Films</b> Standard days and timings (please read guidance note 6)			<b><u>Will the exhibition of films take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon					
Tue			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 4)		
Wed					
Thur			<b><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></b> (please read guidance note 5)		
Fri					
Sat					
Sun					



C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b><u>Please give further details</u></b> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)
Wed			
Thur			<b><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></b> (please read guidance note 5)
Fri			
Sat			
Sun			

**D**

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

**E**

Live music Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	12.00	00.00	<b>Please give further details here</b> (please read guidance note 3) AT PRESENT LIVE MUSIC IS LESS THAN ONE SATURDAY PER MONTH AND IS UNLIKELY TO CHANGE. OUTDOORS WILL ONLY BE IN DAYLIGHT HOURS. LIVE MUSIC WILL GENERALLY BE ON A FRIDAY / SATURDAY EVENING		
Tue	12.00	00.00			
Wed	12.00	00.00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
Thur	12.00	00.00			
Fri	12.00	02.00	<b>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</b> (please read guidance note 5)		
Sat	12.00	02.00			
Sun	12.00	23.00			

**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3)		
Mon	12.00	00.00	<p>A JUKE BOX IS AVAILABLE IN THE MEMBERS BAR. DISCO'S ARE USUALLY IN THE PADDOCK SUITE AREA AND NORMALLY CLOSE AT 00.30. SEE OPERATING SCHEDULE FOR CONTROL MEASURES.</p>		
Tue	12.00	00.00			
Wed	12.00	00.00			
Thur	12.00	00.00	<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 4)		
Fri	12.00	02.00	<p><b>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</b> (please read guidance note 5)</p>		
Sat	12.00	02.00			
Sun	12.00	23.00			

**G**

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)			
Mon						
Tue						
Wed			<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)			
Thur						
Fri			<b><u>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</u></b> (please read guidance note 5)			
Sat						
Sun						

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 3)		
Wed					
Thur			<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)		
Fri					
Sat			<b><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></b> (please read guidance note 5)		
Sun					

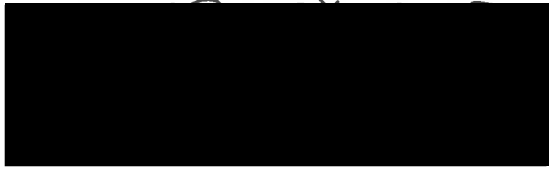

**I**

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon					
Tue					
Wed			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)		
Thur					
Fri			<b><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></b> (please read guidance note 5)		
Sat					
Sun					

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption – please tick</b> (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	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)					
Mon	12.00	00.00						
Tue	12.00	00.00						
Wed	12.00	00.00						
Thur	12.00	00.00				<b>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</b> (please read guidance note 5)		
Fri	12.00	02.00						
Sat	11.00	02.00						
Sun	12.00	23.00						

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

Name	NIGEL MEAD
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	



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 8).**

THERE ARE THREE GAMING MACHINES IN THE MEMBERS BAR WHICH IS ALWAYS FULLY STAFFED BY A COMPETANT ADULT TO ENSURE NO MISUSE. THE MACHINES ARE ALL VISIBLE TO THE BAR STAFF. SEE OPERATING SCHEDULE

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4)
Day	Start	Finish	
Mon	12.00	00.00	
Tue	12.00	00.00	
Wed	12.00	00.00	
Thur	12.00	00.00	<b><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></b> (please read guidance note 5)
Fri	12.00	02.00	
Sat	11.00	02.00	
Sun	12.00	23.00	

**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 9)**

HISTORICALLY THE CLUB HAS ALWAYS ABIDED BY ALL FOUR LICENCING OBJECTIVES. ALL EVENTS RUN UNDER A 'TEN' APPLICATION HAVE GONE SMOOTHLY WITH NO COMPLAINTS. THE COMMITTEE WILL ENSURE OUR STANDARDS ARE MAINTAINED AND THE CLUB RUN WITH DUE REGARD TO OUR OPERATING SCHEDULE

**b) The prevention of crime and disorder**

WE WILL CONTINUE TO RUN AND MONITOR THE CLUB WITH THE OFFICERS AND COMMITTEE TO THE HIGH STANDARD AT PRESENT WITH DUE REGARD TO OUR OPERATING SCHEDULE

**c) Public safety**

WE KEEP ABREAST OF ALL LEGISLATION AND WILL CONTINUE TO RUN THE CLUB WITH THE OFFICERS AND COMMITTEE TO THE HIGH STANDARD AT PRESENT WITH DUE REGARD TO OUR OPERATING SCHEDULE

**d) The prevention of public nuisance**

ALL MEMBERS ARE REQUIRED TO ABIDE BY THE CWB RULES, VISITORS TO THE PADDOCK SUITE SIGN AN AGREEMENT THAT MARRIES TO THE CLUB RULES, ANY DEVIATION WOULD RESULT IN TERMINATION AND CLOSURE OF THE EVENT. FURTHER DETAILS ARE WITHIN OUR OPERATION SCHEDULE

**e) The protection of children from harm**

THERE IS ALWAYS A COMPETANT PERSON ON THE PREMISES WHEN OPEN, WE RUN THREE YOUTH FOOTBALL TEAMS AND ALL ADULTS CONNECTED WITH THESE TEAMS ARE CRB CHECKED. OPERATION OF A 'CHALLENGE 25' APPROACH WILL BE IMPEEMNTED IN ACCORDANCE WITH OUR OPERATIONS SCHEDULE

**Checklist:**

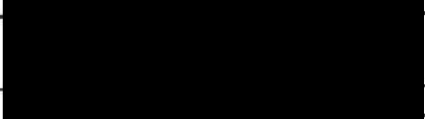
Please tick to indicate agreement

- 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. - understand this will be forwarded by Licensing Authority
- 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.

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING 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	 MICHAEL COLLINS
Date	17th JULY 2015
Capacity	SECRETARY Ludgershall Sports & Social Club

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> 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) MICHAEL COLLINS LUDGERSHALL SPORTS & SOCIAL CLUB 37 TIDWORTH ROAD			
Post town	LUDGERSHALL, WILTSHIRE	Postcode	SP11 9QE
Telephone number	[REDACTED]		
If you would prefer to be contacted by	[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. 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 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'.
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 or 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, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.

Licensing Act 2003

# Club Premises Certificate

# KK/CP0033

**LOCAL AUTHORITY**



Public Protection Services  
Licensing East Team  
Wiltshire Council  
Kennet House  
Sergeant Rogers Way  
Hopton Industrial Estate  
Devizes  
SN10 2ET

Club Details

**NAME OF CLUB IN WHOSE NAME THIS CERTIFICATE IS GRANTED AND RELEVANT POSTAL ADDRESS OF CLUB**

**Ludgershall Sports & Social Club**

**IF DIFFERENT FROM ABOVE THE POSTAL ADDRESS OF CLUB PREMISES TO WHICH THE CERTIFICATE RELATES, OR IF NONE, ORDANCE SURVEY MAP REFERENCE OR DESCRIPTION**

37 Tidworth Road, Ludgershall, Hants, SP11 9QD.

Telephone 01264 398200

**WHERE THE CLUB PREMISES CERTIFICATE IS TIME LIMITED THE DATES**

Not applicable

**QUALIFYING CLUB ACTIVITIES AUTHORISED BY THE CERTIFICATE**

- an indoor sporting event
- a performance of live music
- any playing of recorded music
- entertainment facilities for dancing
- the supply of alcohol
- the supply of alcohol

**THE TIMES THE CERTIFICATE AUTHORISES THE CARRYING OUT OF QUALIFYING CLUB ACTIVITIES**

Activity (and Area if applicable)	Description	Time From	Time To
C. Indoor sporting event	Saturday	7:00pm	11:30pm
E. Performance of live music (Indoors & Outdoors)	Friday	7:00pm	12:30am Next Day
	Saturday	11:00am	12:30am Next Day
	Sunday	Noon	11:00pm
F. Playing of recorded music (Indoors & Outdoors)	Friday	7:00pm	12:30am Next Day
	Saturday	11:00am	12:30am Next Day
	Sunday	Noon	11:00pm
J. Provision of facilities for dancing (Indoors & Outdoors)	Tuesday	7:00pm	11:00pm
	Friday	7:00pm	12:30am Next Day
	Saturday	11:00am	12:30am Next Day
	Sunday	Noon	11:00pm



# Club Premises Certificate

## THE TIMES THE CERTIFICATE AUTHORISES THE CARRYING OUT OF QUALIFYING CLUB ACTIVITIES continued ...

Activity (and Area if applicable)	Description	Time From	Time To
L. The supply of alcohol by or on behalf of a club, or to the order of, a member of the club for consumption ON and OFF the premises	Monday - Thursday	7:00pm	11:00pm
	Friday	7:00pm	12:30am Next Day
	Saturday	11:00am	12:30am Next Day
	Sunday	Noon	11:00pm
	Non Standard Timings:		
	Club Xmas Draw: 19:00 - 00:30 (next day) - Christmas Eve & Boxing Day: 11:00 - 00:30 (next day) - Christmas Day: 11:00 - 14:00 - New Years Eve: 11:00 - 15:00 & 19:00 - 02:30 (next day) - New Years Day: 11:00 - 23:59 and Bank Holiday week-ends (Saturday/Sunday/Monday): 11:00 - 00:30 (next day)		
	_____		
L. 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	Monday - Thursday	7:00pm	11:00pm
	Friday	7:00pm	12:30am
	Saturday	11:00am	12:30am
	Sunday	Noon	11:00pm
	Non Standard Timings:		
	Club Xmas Draw: 19:00 - 00:30 (next day) - Christmas Eve & Boxing Day: 11:00 - 00:30 (next day) - Christmas Day: 11:00 - 14:00 - New Years Eve: 11:00 - 15:00 & 19:00 - 02:30 (next day) - New Years Day: 11:00 - 23:59 and Bank Holiday week-ends (Saturday/Sunday/Monday): 11:00 - 00:30 (next day)		
	_____		

## THE OPENING HOURS OF THE CLUB

Description	Time From	Time To

## WHERE THE CERTIFICATE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES

- L. The supply of alcohol by or on behalf of a club, or to the order of, a member of the club for consumption ON and OFF the premises
- L. 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

Public Protection Officer

**Club Premises Certificate****ANNEXES****ANNEX 1 - MANDATORY CONDITIONS**

The Certificate is granted on the condition that the restrictions contained within the enactments specified under Licensing Act 2003 schedule 8 (6) are adhered to:-

1. Licensing Act 1964
2. Children & Young Persons Act 1933
3. Cinematograph (Safety) Regulations 1955
4. Sporting Events (Control of Alcohol Etc) Act 1985

Club Certificate granted subject to the following Mandatory Conditions:-

**Exhibition of Films**

1. Where a Club Premises Certificate authorises the exhibition of films, the Certificate must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with these paragraphs.
2. Where the film classification body is specified in the Certificate, unless paragraph 3(b) below applies, admission of children must be restricted in accordance with any recommendation by that body.
3. Where:
  - (a) The film classification body is not specified in the Certificate, or
  - (b) The Licensing Authority has notified the holder of the Club which holds the Certificate that this paragraph applied to the film in question, admission of children must be restricted in accordance with any recommendation made by the Licensing Authority.
4. In these paragraphs, 'children' means person aged under 18, and 'film classification body' means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984 (authority to determine suitability of video works for classification).

**Door Supervision**

1. Where a Club Certificate includes a condition that a specified times one or more individuals must be at the premises to carry out a security activity, the Licence must include a condition that each such individual must be licensed by the Security Industry Authority.

You are required to notify the Licensing Authority of any change in:

- 1) Name of the premises;
- 2) Alterations to premises;
- 3) Loss or theft of your Certificate (a fee will be required to cover the cost of issuing a replacement).
- 4) Any change to the hours or activities granted under this Certificate may require a Variation application. You are advised to discuss with the Licensing Authority;

**Club Premises Certificate****ANNEXES continued ...**

- 5) Any change in the Club rules to be notified to the Licensing Authority in writing within 28 days.
- 6) The secretary of the Club must ensure that the Certificate or a certified copy is kept at the premises in the custody or under the control of a nominated person who is
  - a) the Secretary of the Club;
  - b) any Member of the Club;
  - c) any person who works at the premises for the purposes of the Club; and who
    - i) has been nominated for the purposes by the Secretary in writing, and
    - ii) has been identified to the Licensing Authority in a notice given by the Secretary.
- 7) the nominated person must ensure that
  - a) the Summary of the Certificate or a certified copy of that Summary, and
  - b) a Notice specifying the position they hold at the premises, are prominently displayed at the premises.

**ANNEX 2 - CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE**

1. Committee/Staff to ensure Members and Guests disperse from the premises without causing disturbance to residential property in the vicinity. Clear and prominent notices to this effect to be placed at all exits
2. Committee/Staff to ensure that there is no adverse impact or disturbance to other properties in the vicinity as a consequence of any licensable activity taking place at the Club premises.
3. to adhere to Club Rules dated July 2011

**ANNEX 3 - CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY**

Not applicable

**ANNEX 4 - PLANS**

Attached separately.

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Public Protection Officer



## LOCAL AUTHORITY



Public Protection Services  
Licensing East Team  
Wiltshire Council  
Kennet House  
Sergeant Rogers Way  
Hopton Industrial Estate  
Devizes  
SN10 2ET

## Club Details

## NAME OF CLUB IN WHOSE NAME THE CERTIFICATE IS GRANTED AND RELEVANT REGISTERED POSTAL ADDRESS OF CLUB

### Ludgershall Sports & Social Club

## IF DIFFERENT FROM ABOVE THE POSTAL ADDRESS OF CLUB PREMISES TO WHICH THE CERTIFICATE RELATES, OR IF NONE, ORDANCE SURVEY MAP REFERENCE OR DESCRIPTION

37 Tidworth Road, Ludgershall, Hants, SP11 9QD.

Telephone 01264 398200

## WHERE THE CLUB PREMISES CERTIFICATE IS TIME LIMITED THE DATES

Not applicable

## QUALIFYING CLUB ACTIVITIES AUTHORISED BY THE CERTIFICATE

- an indoor sporting event
- a performance of live music
- any playing of recorded music
- entertainment facilities for dancing
- the supply of alcohol
- the supply of alcohol

## THE TIMES THE CERTIFICATE AUTHORISES THE CARRYING OUT OF QUALIFYING CLUB ACTIVITIES

Activity (and Area if applicable)	Description	Time From	Time To	
C. Indoor sporting event	Saturday	7:00pm	11:30pm	
E. Performance of live music (Indoors & Outdoors)	Friday	7:00pm	12:30am	Next Day
	Saturday	11:00am	12:30am	Next Day
	Sunday	Noon	11:00pm	
F. Playing of recorded music (Indoors & Outdoors)	Friday	7:00pm	12:30am	Next Day
	Saturday	11:00am	12:30am	Next Day
	Sunday	Noon	11:00pm	
J. Provision of facilities for dancing (Indoors & Outdoors)	Tuesday	7:00pm	11:00pm	
	Friday	7:00pm	12:30am	Next Day
	Saturday	11:00am	12:30am	Next Day
	Sunday	Noon	11:00pm	

# Club Premises Certificate Summary

**THE TIMES THE CERTIFICATE AUTHORISES THE CARRYING OUT OF QUALIFYING CLUB ACTIVITIES continued ...**

Activity (and Area if applicable)	Description	Time From	Time To
L. The supply of alcohol by or on behalf of a club, or to the order of, a member of the club for consumption ON and OFF the premises	Monday - Thursday	7:00pm	11:00pm
	Friday	7:00pm	12:30am Next Day
	Saturday	11:00am	12:30am Next Day
	Sunday	Noon	11:00pm
	Non Standard Timings:		
	Club Xmas Draw: 19:00 - 00:30 (next day) - Christmas Eve & Boxing Day : 11:00 - 00:30 (next day) - Christmas Day : 11:00 - 14:00 - New Years Eve : 11:00 - 15:00 & 19:00 - 02:30 (next day) - New Years Day : 11:00 - 23:59 and Bank Holiday week-ends (Saturday/Sunday/Monday) : 11:00 - 00:30 (next day)		
	L. 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		
	Monday - Thursday	7:00pm	11:00pm
	Friday	7:00pm	12:30am
	Saturday	11:00am	12:30am
	Sunday	Noon	11:00pm
	Non Standard Timings:		
	Club Xmas Draw: 19:00 - 00:30 (next day) - Christmas Eve & Boxing Day : 11:00 - 00:30 (next day) - Christmas Day : 11:00 - 14:00 - New Years Eve : 11:00 - 15:00 & 19:00 - 02:30 (next day) - New Years Day : 11:00 - 23:59 and Bank Holiday week-ends (Saturday/Sunday/Monday) : 11:00 - 00:30 (next day)		

**THE OPENING HOURS OF THE CLUB**

Description	Time From	Time To

**WHERE THE CERTIFICATE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND / OR OFF SUPPLIES**

- L. The supply of alcohol by or on behalf of a club, or to the order of, a member of the club for consumption ON and OFF the premises
- L. 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

**STATE WHETHER ACCESS TO THE CLUB PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED**

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\_\_\_\_\_  
Public Protection Officer

10 AUG 2015

# Wiltshire Council

Where everybody matters

## REPRESENTATION FORM

This form must be returned within the statutory period, which is 28 days from the date the notice was displayed on the premises or the date specified in the Public Notice in the newspaper. Please contact the Licensing Section to confirm this date.

Any individual, body or business can make a Representation to the Licensing Authority in relation to an application, regardless of their geographic proximity to the premises. Any Representation must be relevant, in that the Representation relates to one or more of the Licensing Objectives.

Premises about which Representation is being made	LUDGERSHAW SPORTS & SOCIAL CLUB TIDWORTH ROAD LUDGERSHAW SP11 9QE
Your Name	DARRON & JANE RATTUE
Postal Address	22 ASTOR CRESCENT LUDGERSHAW ANDOVER SP11 9QE
Contact Telephone Number	[REDACTED]
<p>Are you:</p> <ul style="list-style-type: none"> <li><input checked="" type="radio"/> An individual?</li> <li><input type="radio"/> A person who operates a business?</li> <li><input type="radio"/> A person representing residents or businesses?</li> <li><input type="radio"/> A member of the Relevant Licensing Authority (ie, elected Councillor of the Licensing Authority)?</li> </ul>	
If you are representing residents or businesses who have asked you to represent them?	

Your Representation must relate to one of the four Licensing Objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your Representation. If necessary, separate sheets may be used.

OBJECTIVES	EVIDENCE
1. The prevention of harm to children	
2. To prevent public nuisance	See separate sheet.

OBJECTIVES	EVIDENCE
<b>3.</b> <b>To prevent crime and disorder</b>	
<b>4.</b> <b>Public Safety</b>	

Please list below any suggested actions that you feel the applicant could take to address your concerns.

If a hearing needs to be held to determine the Premises Licence Application, the Councillors will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your Representation may be considered if all parties at the Hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

If you do make a Representation you will be invited to attend the Licensing Sub-Committee Hearings and any subsequent appeal proceedings relevant to your Representation.

**All Representations in their entirety, including your name and address, will be disclosed to the Premises Licence applicant. A copy of Representations will be annexed to the Licensing Officer's hard copy report, which is a public document circulated to the Licensing Sub-Committee and to all those who have made relevant Representations.**

Signature

Date

7/8/2015

Please return this form, along with any additional sheets, to the relevant Wiltshire Council Office listed below:

**Salisbury Area** – (Salisbury, Amesbury, Downton, Mere, Hindon and Tilshead as well as the rest of the old Salisbury District Council Area), please send to:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Bourne Hill  
Salisbury  
Wiltshire, SP1 3UZ

**All other areas** please send to the address below:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Monkton Park  
Chippenham  
Wiltshire, SN15 1ER

RECEIVED  
21 JUL 2015  
PUBLIC PROTECTION

22 Astor Crescent  
Ludgershall  
Andover  
SP11 9RE

19<sup>th</sup> July 2015.

To Whom It May Concern,

With reference to the variation in licence at Ludgershall Sports & Social Club, Tidworth Road, Ludgershall, Wiltshire SP11 9QE we wish to register our objection to the variations for reasons listed below:

My husband gets up for work at 5:30 to leave for work at 6:30 & if the variation is granted this would have a huge impact on our quality of life.

Our bungalow is situated right by the rear entrance/exit on the playing field & our bedroom runs parallel with the gravel track so when guests leave we hear the shouting, car doors slamming, beeping horns & noise of the cars on the gravel track.

In summer the back doors are left open & the music can be quite ~~loud~~ loud, extending

this until 2 in the morning would be very distressing. When they hold events now, it is often 1 O'clock before all the guests are gone.


In the past year we have had 4 incidents where people have been locked in the Social Club playing field & have used our garage roof as a way out, one one occasion causing a slate to dislodge from the roof & narrowly missing my husbands van. Whilst the Social Club have been cooperative over this recurring problem, we feel it could be made worse by longer opening hours.

If the variation is granted we could be looking at a 2 O'clock finish on Saturday / Sunday morning & a 9 O'clock start for football on the same days. Whilst we accept that we bought our Bungataw knowing the Club was behind

behind us, we never envisaged that they would request such a variation in hours. We believe that this would have an adverse effect on our health (through loss of sleep) & nerves.

Yours sincerely

Damon & Jane Rattue

If you need to discuss further you can contact us on 





22 Asher Crescent  
Ludgershall  
Andover

Ref no: WK/2015/19444

SP11 9RE

Premises are Ludgershall Sports & Social Club, Tidworth Road, Ludgershall, SP11 9QE.

To Prevent Public Nuisance - we wish to register our objection to change to a Premises licence for the following reasons:

My husband gets up for work at 5:30 to leave for work at 6:30 & if the licence is granted this would have a huge impact on our quality of life.

Our bungalow is situated on the edge of the football pitch on the rear entrance/exit & our bedroom runs parallel with the gravel track which all cars use to gain entry & exit from the "Paddock Suite" (where events will be held). When guests leave we hear the shouting, car doors slamming, banging horns & noise



The last event (party on the pitch) caused severe parking problems as does the football event that they hold, & we were awoken the following morning by a lorry turning into the field (right by our bedroom) to collect the trailer used for the bandstand (this was around 8 o'clock).

We suffer with bottles thrown into our garden & general litter from these events already.

We are very concerned that if granted this would have an adverse effect on our health (lack of sleep) & our nerves.

Damon & Jane Rafter



Copies taken.



RECEIVED

21 JUL 2015

PUBLIC PROTECTION

Mr & Mrs Perry  
39 Tidworth Road  
Ludgershall  
SP11 9QE

17 July 2015

The Licensing Officer  
Wiltshire Council  
Public Protection Services & Licensing  
Monkton Park  
Chippenham  
Wiltshire  
SN15 1ER

Dear Officer

**Re: Ludgershall Sports and Social Club - Change to opening hours**

Our home is situated next to the LSSC, the house, garden and access gate is adjacent to the club car park.

We have lived here since May 2008 and have had few occasions when we have had to make a formal complaint about noise or disturbance. However, with regularity we are disturbed after midnight at weekends by noise (including loud music), light pollution, foul language, car doors slamming.

The club car park has room for approximately 13 vehicles and has one of two entrances to the club, there is another entrance to the club off the sports field in Astor Crescent.

We believe that the plan to extend the licensing hours to the early hours of the morning is going to detrimental to our quality of life i.e. an increased percentage of disturbed nights.

There is a public house in the town which already has late opening until the early hours and we are also often disturbed by people walking past coming from the pub, shouting and swearing and arguing, often in drunken state. The army barracks are only a short walk from our home and soldiers regularly go past after walking up the road from the pub; they are rowdy, loud, using foul language, occasionally fighting and have been known to urinate and foul in places near our house.

We also have concerns that the extension to to licensing hours will include week nights until midnight which means the aforementioned disturbances will extend to six nights a week. What has happened to acknowledgement of Sunday as the sabbath? In my experience landlords, etc were expected to apply for special licenses to go beyond midnight.

There are no signs anywhere in the vicinity asking people, club members and their guests to respect for the neighbours and the local community when leaving the club.

We have no objection to folk having a good time and enjoying themselves, but we are regularly subject to shouting, screeching, rows between people, car doors slamming, foul language and constant littering which blows into our garden. Most of these things happen

late at night when people are leaving and have very little consideration for neighbours.

This is our family home and we should not have to put up with the unsociable behaviour, especially when we have family guests and visitors including our young grandchildren who stay frequently.

The committee already apply for special one off licenses which go beyond midnight which is bearable. It would help if restrictions to using the small car park were put into effect in favour of the much larger car part outside the other entrance to the club off the sports field in Astor Crescent.

To that end we strongly object to regular increased/extended licensing for the LSSC.

Yours faithfully

A large black rectangular redaction box covering the signature area.

Mr Michael and Mrs Joan Perry

# Wiltshire Council

Where everybody matters

## REPRESENTATION FORM - WK/201519444

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Premises about which Representation is being made	LUDGERSHALL SPORTS AND SOCIAL CLUB
Your Name	MR & MRS PERRY
Postal Address	39 TIDWORTH ROAD LUDGERSHALL SP11 9QE
Contact Telephone Number	[REDACTED]
Are you:	<ul style="list-style-type: none"> <li>• An individual? <input checked="" type="checkbox"/></li> <li>• <del>A person who operates a business?</del></li> <li>• <del>A person representing residents or businesses?</del></li> <li>• <del>A member of the Relevant Licensing Authority (ie, elected Councillor of the Licensing Authority)?</del></li> </ul>
If you are representing residents or businesses who have asked you to represent them?	

Your Representation must relate to one of the four Licensing Objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your Representation. If necessary, separate sheets may be used.

OBJECTIVES	EVIDENCE
1. The prevention of harm to children	
2. To prevent public nuisance	Regular disturbance from loud music, light pollution, foul language, car doors banging, mostly when people are leaving the club at closing time.

OBJECTIVES	EVIDENCE
3. To prevent crime and disorder	
4. Public Safety	

Please list below any suggested actions that you feel the applicant could take to address your concerns.

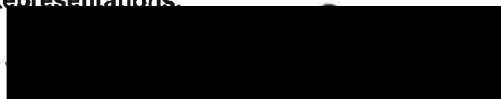
- 1) Limiting the number of functions held each year
- 2) Restrict live and recorded music to 11pm weekdays and 00.30 w/ends
- 3) Doors and windows kept closed to reduce the level of noise while live/recorded music is being played.
- 4) Limiting music played outdoors to daylight hours.
- 5) Ensure that sound systems use "noise limiters"
- 6) Better control of people using outside spaces, especially the small car park and after dark to reduce noise
- 7) Increased licensing hours equate to increased public nuisance.

If a hearing needs to be held to determine the Premises Licence Application, the Councillors will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your Representation may be considered if all parties at the Hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

If you do make a Representation you will be invited to attend the Licensing Sub-Committee Hearings and any subsequent appeal proceedings relevant to your Representation.

**All Representations in their entirety, including your name and address, will be disclosed to the Premises Licence applicant. A copy of Representations will be annexed to the Licensing Officer's hard copy report, which is a public document circulated to the Licensing Sub-Committee and to all those who have made relevant Representations.**

Signature .



Date... 5/8/2015

Please return this form, along with any additional sheets, to the relevant Wiltshire Council Office listed below:

**Salisbury Area** – (Salisbury, Amesbury, Downton, Mere, Hindon and Tilshead as well as the rest of the old Salisbury District Council Area), please send to:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Bourne Hill  
Salisbury  
Wiltshire, SP1 3UZ

**All other areas** please send to the address below:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Monkton Park  
Chippenham  
Wiltshire, SN15 1ER



RECEIVED  
24 JUL 2015  
PUBLIC PROTECTION

3 Astor Crescent.  
Ludgershall  
NB Andover  
Hants  
SP11 9RG.  
23rd July 2015.

To Wilt's Council Licensing Section  
The Licensing Officer,  
Public Protection Services & Licensing  
Maykton Park  
Chippenham  
WILTS  
SN15 1ER.

Dear Sir/Madam,

Ludgershall Sports and Social Club  
application for change of licensing hours.  
I wish to object to the 2.00 am finish.

Our bungalow is opposite the gateway  
to the club, we are very concerned about the  
disturbance that will be caused by cars and  
their lights as they leave the club at 2.00 am  
also partly doors as they leave on foot at gone  
2.00 am. The sound of the base beat from the  
music would certainly be annoying and  
unwelcome. At the moment we know the  
noise will cease at 12.00 am. We think  
it unreasonable for the club to expect us to  
put up with the disturbance until 2.00 am.

The club is surrounded by houses  
and bungalows and is a quiet area. It is  
unsuitable for late night parties and functions.

Yours Sincerely,

S. A. Smith. (Mrs)



RECEIVED

07 AUG 2015

PUBLIC NOTICE

# Wiltshire Council

Where everybody matters

## REPRESENTATION FORM

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Premises about which Representation is being made	LUDGERSHALL SPORTS & SOCIAL CLUB
Your Name	MRS. S. SMITH
Postal Address	3 ASTOR CRESCENT LUDGERSHALL NE ANDOVER HANTS SP11 9RG
Contact Telephone Number	[REDACTED]
Are you:	<ul style="list-style-type: none"> <li>• An individual? <input checked="" type="checkbox"/></li> <li>• A person who operates a business?</li> <li>• A person representing residents or businesses?</li> <li>• A member of the Relevant Licensing Authority (ie, elected Councillor of the Licensing Authority)?</li> </ul>
If you are representing residents or businesses who have asked you to represent them?	

Your Representation must relate to one of the four Licensing Objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your Representation. If necessary, separate sheets may be used.

OBJECTIVES	EVIDENCE
1. The prevention of harm to children	
2. To prevent public nuisance	Please would you take into consideration previous letter to you, reply ref WIL201519444. The request for extended music <del>at</del> home is not acceptable in a quiet area and unfair to expect us to put up with it

OBJECTIVES	EVIDENCE
3. To prevent crime and disorder	
4. Public Safety	

Please list below any suggested actions that you feel the applicant could take to address your concerns.

Keep the current licensing and music playing hours as it is.

If a hearing needs to be held to determine the Premises Licence Application, the Councillors will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your Representation may be considered if all parties at the Hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

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Signature ..... Date.....

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Wiltshire Council  
Public Protection Services and Licensing  
Bourne Hill  
Salisbury  
Wiltshire, SP1 3UZ

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The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Monkton Park  
Chippenham  
Wiltshire, SN15 1ER

**MRS S J GARDNER**

**1 Astor Crescent  
Ludgershall  
Andover  
Hampshire  
SP119PZ**

**24th July 2015**

**REF: LUDGERSHALL SPORTS AND SOCIAL CLUB**

RECEIVED

27 JUL 2015

PUBLIC PROTECTION

**For the attention of: The Licensing Officer, Wiltshire Council, Public Protection Services**

**Dear Sirs,**

**I wish to submit my objection to the submission by Mr Michael Robert Collins (Secretary to the LSSC) for the purpose of applying to vary the premises licence under the Licensing Act 2003 for the following reasons.**

- 1. My residential home is adjacent to the rear entrance of the Club. When this entrance was made for the car park of the Club at the time of the extensions, a stone drive was laid down. This drive makes considerable noise when in use and can be heard even through our double glazing. Whilst annoying, we accept this during the times it is used at the moment. But I put it to you that this would be intolerable during the early hours of the morning with the proposed changes. During the night noise would not be conducive to a restful night when taking into account not only guests leaving, but the entourage of any additional vehicles used for caterers/ bands etc. Having disturbed the residents there is the normal use of the football fields the following day where considerable noise is experienced throughout the day. The latter is not objected to because this is what the Sports Club is about, but to have a continual circle of noise particularly over a whole weekend would be insufferable!**
- 2. My home would be subjected to the continual intrusion of headlights shining into my living room and bedroom on the exiting from vehicles, again while this does happen with the existing opening hours, the proposed extension would be again prejudice to a nights sleep, undisturbed.**
- 3. There are fears also of the intrusion of unwanted guests in my garden, sitting on my wall, causing worries not only from noise as stated above, but from intoxicated persons turning abusive when asked to leave. Aster Crescent is a primarily bungalow area which indicates a high percentage of elderly residents, does the council deem this fair to grant the applied for Licence given this information. We live in times where respect does not come easy and when faced with rowdy behaviour it is not appropriate for such residents of whom I shall be very near joining, having to deal with Police etc in the early hours.**

**I conclude this objection in the hope that the above may be prime in your assessment for varying the Licence and that I wish to point out that at the Club status is at this point, I have not objections with the way it is running now, indeed it provides a great communal objective.**

**Yours sincerely**

[Redacted signature]

**S J Gardner.**

[Redacted address]



## Hould, Hannah

---

**From:** Hould, Hannah  
**Sent:** 07 August 2015 14:36  
**To:** [REDACTED]  
**Subject:** RE: Ludgershall Sports and Social Club

Dear Susan

Thank you for your email, you will receive a notification of hearing in due course which will detail the time, date and location of the hearing for the new premises licence application.

Kind regards

**Hannah Hould**  
**Public Protection Officer (Licensing)**

Wiltshire Council  
Bourne Hill  
Salisbury  
Wiltshire  
SP1 3UZ

Email: [hannah.hould@wiltshire.gov.uk](mailto:hannah.hould@wiltshire.gov.uk)  
Direct Dial: 01722 434414  
Internal: 54414

Web: [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

Follow Wiltshire Council



---

**From:** [REDACTED]  
**Sent:** 06 August 2015 22:22  
**To:** [Hannah.hould@wiltshire.gov.uk](mailto:Hannah.hould@wiltshire.gov.uk).  
**Subject:** Ludgershall Sports and Social Club

Dear Hannah,

I refer to our telephone conversation yesterday concerning the Ludgershall Sports and Social Clubs current application for a New Premises Licence in which there is an amendment to the original application this being an amendment which would give use on 12 occasions a year, the proposed new opening times.

It is with this in mind that I wish to ensure that my original objections to the first proposal be used also for this new amendment and also express my concerns for the for the following reasons for the new amendments

1. 12 times a year does not necessarily mean one a month or two a month, the duration of these 12 sessions could be one after another.
2. There is suggestion that music played on their field would not continue after 9.30 outside. In its self this is not something I would object to if it would then be contained inside, but whilst this may be included in this application, there is the question of this continuing on the field under the umbrella of the music licence changes that came in in April which does allow music to be played outside until 11pm. Whilst the Club may choose not to use this extension

to 11pm ( despite the fact that they can) I just feel that there is no point in proposing this in the amendment when clearly they would not be breaking any laws if they did play till 11pm.

During my conversation with you I also conveyed my concerns with noise level. Whilst music noise levels can be contained inside to a degree when the doors are shut, the question of outside is another matter. If the Club chooses to use its Music Licence and play outside until 9.30 or even 11pm, how will this be monitored for the residents living so close by.

If I am not able to attend the hearing for this application, I would like it known that all my objections initially from my letter and additional comments in this email to be represented at the said hearing on my behalf.

Thank you for speaking to me the other day.

Kind regards

Susan Gardner. 1 Aster Crescent, Ludgershall, Andover, Hampshire. SP119PZ



Wilts Council Licensing Section  
The Licensing Officer  
Public Protection Services 7& Licensing  
Monkton Park  
Chippenham  
Wilts  
SN15 1ER

5 Astor Crescent  
Ludgershall  
SP11 9EG

RECEIVED

27 JUL 2015

23<sup>rd</sup> July 2015

PUBLIC PROTECTION

Dear Sir/Madam

I would like to object to the licensing hours applied for by Ludgershall Sports & Social Club.

My bungalow overlooks the sports field and club.

This is a quiet residential area with majority of the properties being bungalows.

As there is a sports field, the party generally, over spills outside if the weather is fine. This noise plus the thumping noise of the music is very loud. When the club has an event at the moment I am unable to have my windows open.

The thought of having to wait until 2-3am (fri & sat) for the noise to stop and be able to open my windows for fresh air is totally unreasonable.

I would also like to point out that I do not read the Salisbury journal and the small blue notice on the fence is not a reliable way for people to be informed. If it had not been for a neighbour who noticed the notice on the fence I would have been totally unaware.

Yours sincerely



Miss P Goss



RECEIVED  
27 JUL 2015  
PUBLIC PROTECTION

2 Astor Crescent  
Ludgershall  
Wiltshire  
SP11 9RE

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Monkton Park  
Chippenham  
SN15 1ER

23 July 2015

Dear Sir/Madam

RE: License variation to Ludgershall Sports and Social Club

I am writing to express my opinion of the above application. I have lived immediately next door to the club for the past 10 years with very little problem. However, I am opposed to this application as the extended opening hours will impact negatively on my family life.

I have 3 young children who are sometimes woken by people leaving the club as are my husband and I. This is not usually an issue as it is occasional and not too late, however, being woken at 2am would be unacceptable. Some patrons can be very noisy and hang around the car park chatting for some time after closing. The Crown in the village has extended opening hours and patrons leaving in the early hours of the morning are very noisy and often leave litter.

Since smoking has been disallowed inside buildings, patrons usually stand in the club car park to smoke which increases noise levels and foul language. The extended opening hours would exacerbate this problem.

I respectfully request to be informed of the progress of this application.

Yours faithfully

  
Mrs L Bulloch



10 Astor Crescent  
Hudgershall

Andover SP11 9RE

24-7-15

To Wiltshire Council Licensing Section

We have been informed by a neighbour that Hudgershall Sports and Social Club is applying to change their opening hours on Fridays and Saturdays, to close at 2 am, instead of 12 midnight.

Our bungalow backs onto the sports field and the ~~the~~ club is only a few yards away from us. The car park is at the end of our garden. We are pensioners with a few health problems and have been kept awake in the past by late parties but not recently, which was much better.

My husband and I both object to the request to open until 2 am. They have doors and windows open in summer with music blaring out, people outside and car doors banging.

We like music in the daytime or evening and have enjoyed entertainment in the club in the past, but please not at 2 am. I was not aware of this application until yesterday.

Yours,  
Mrs. P. Spragg  
Mr B. Spragg



RECEIVED  
28 JUL 11 15  
PUBLIC PROTECTION

36 Astor Crescent,  
Widgershall  
Sturminster Newton  
SP11 9RF  
25 July 2015

The Licencing Officer  
Wiltshire Council  
Public Protection Services + Licencing  
Monkton Park,  
Chippenham,  
Wiltshire.  
SN15 1ER.

Dear Sir or Madam

Application to extend licence  
Widgershall Sports and Social Club, Widgershall.

I am writing to express my concerns about the recent application to extend the licencing hours for the above club.

I note that they have asked to extend the hours to midnight between Monday and Thursday, and until 2am on Fridays and Saturdays. Unfortunately this club is located in a residential area, mainly with elderly residents and families. I feel it is unreasonable to expect these residents to put up with noise until the early hours of the morning ~~when~~ especially in the summer, when the club opens its doors and windows, and cranks up the volume of their sound systems. There can already be noise well into the evening ~~and~~ caused by people,

chatting and laughing. However, the club is primarily there to serve drink, and with the longer licencing hours, I am concerned that this will lead to increased drunkenness, with its associated problems of anti-social behaviour and vandalism. This has already caused problems in the village (although not necessarily because of this club).

I hope that these factors are taken into account when considering this application, which I would like to see turned down.

Yours faithfully,

Glena Walker,  
(Mrs.)



53 Tidworth Road  
Ludgershall  
Andover  
SP11 9QE

31 JUL 2009

FAO:  
The Licensing Officer,  
Wiltshire Council  
Public Protection Services and Licensing  
Monkton Park  
Chippenham  
Wiltshire  
SN15 1ER

I am writing to register the concern of my husband and myself over the request from the Ludgershall Sports and Social club to extend its opening hours.

We are assuming that noise restrictions would mean that they would be unable to have live bands or music playing during these later hours. However there will be an increased amount of noise from customers, especially on their way home. With the current opening hours this is acceptable, but it would become very disruptive if these extended hours were allowed. Many of our neighbours in properties even closer to the Club than ourselves have young children and we would imagine that this would disrupt them even more.

It also raises concerns about criminal damage with people heading home after being out drinking for longer.

We were happy to live near a Sports and Social club as the focus appeared to be on the community and being social. However we feel that the proposal for extended hours would actually be very unsocial for all the surrounding properties.

Yours sincerely  
Mr and Mrs T Cleeton



RECEIVED

05 AUG 2011

PUBLIC PROTECTION

# Wiltshire Council

Where everybody matters

## REPRESENTATION FORM

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Premises about which Representation is being made	LUDGERSHALL SPORTS AND SOCIAL CLUB
Your Name	MARGARET WINTERBOURNE
Postal Address	11 ASTOR CRESCENT LUDGERSHALL WILTS SP11 9RG
Contact Telephone Number	[REDACTED]
Are you:	<ul style="list-style-type: none"><li>• An Individual? <input checked="" type="checkbox"/></li><li>• A person who operates a business?</li><li>• A person representing residents or businesses?</li><li>• A member of the Relevant Licensing Authority (ie, elected Councillor of the Licensing Authority)?</li></ul>
If you are representing residents or businesses who have asked you to represent them?	

Your Representation must relate to one of the four Licensing Objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your Representation. If necessary, separate sheets may be used.

OBJECTIVES	EVIDENCE
1. The prevention of harm to children	
2. To prevent public nuisance	Please see letter attached

**Ludgershall Sports and Social Club  
37 Tidworth Road, Ludgershall, Wiltshire SP11 9QE**

**Application Reference: WK/201519444**

With reference to the above New premises License application, I would like to strongly object to the closing times on Friday and Saturdays. The closing time of 2am is far too late. 12 midnight would be more suitable.

This club is situated in a residential area, completely surrounded by private houses in Astor Crescent and part of Tidworth Road.



Very often when there is a function taking place the doors, patio doors and windows of the club house are opened and people spill out onto the patio area and sit at the table and chairs and also walk onto the football pitch/playing field area and make a noise, laughing, shouting and singing, and the sound of the DJ and the music can be heard extremely clearly.

At the moment we accept this disturbance as we know it will stop at around 11pm to 12 midnight, but to have this disturbance until 2 am is totally unacceptable in this residential area.


Furthermore, people would then have to leave the club by means of cars which are parked on a gravel car park with a gravel driveway to the road, so there will be more talking, laughing, slamming of car doors, revving of car engines and the sound of crunching gravel, by which time it would probably be around 2.30am



Margaret Winterbourne

OBJECTIVES	EVIDENCE
<b>3.</b> To prevent crime and disorder	
<b>4.</b> Public Safety	

Please list below any suggested actions that you feel the applicant could take to address your concerns.

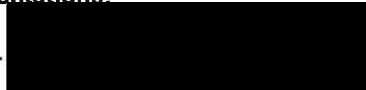


If a hearing needs to be held to determine the Premises Licence Application, the Councillors will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your Representation may be considered if all parties at the Hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

If you do make a Representation you will be invited to attend the Licensing Sub-Committee Hearings and any subsequent appeal proceedings relevant to your Representation.

**All Representations in their entirety, including your name and address, will be disclosed to the Premises Licence applicant. A copy of Representations will be annexed to the Licensing Officer's hard copy report, which is a public document circulated to the Licensing Sub-Committee and to all those who have made relevant Representations.**

Signature .....



Date... 4 / 8 / 15

Please return this form, along with any additional sheets, to the relevant Wiltshire Council Office listed below:

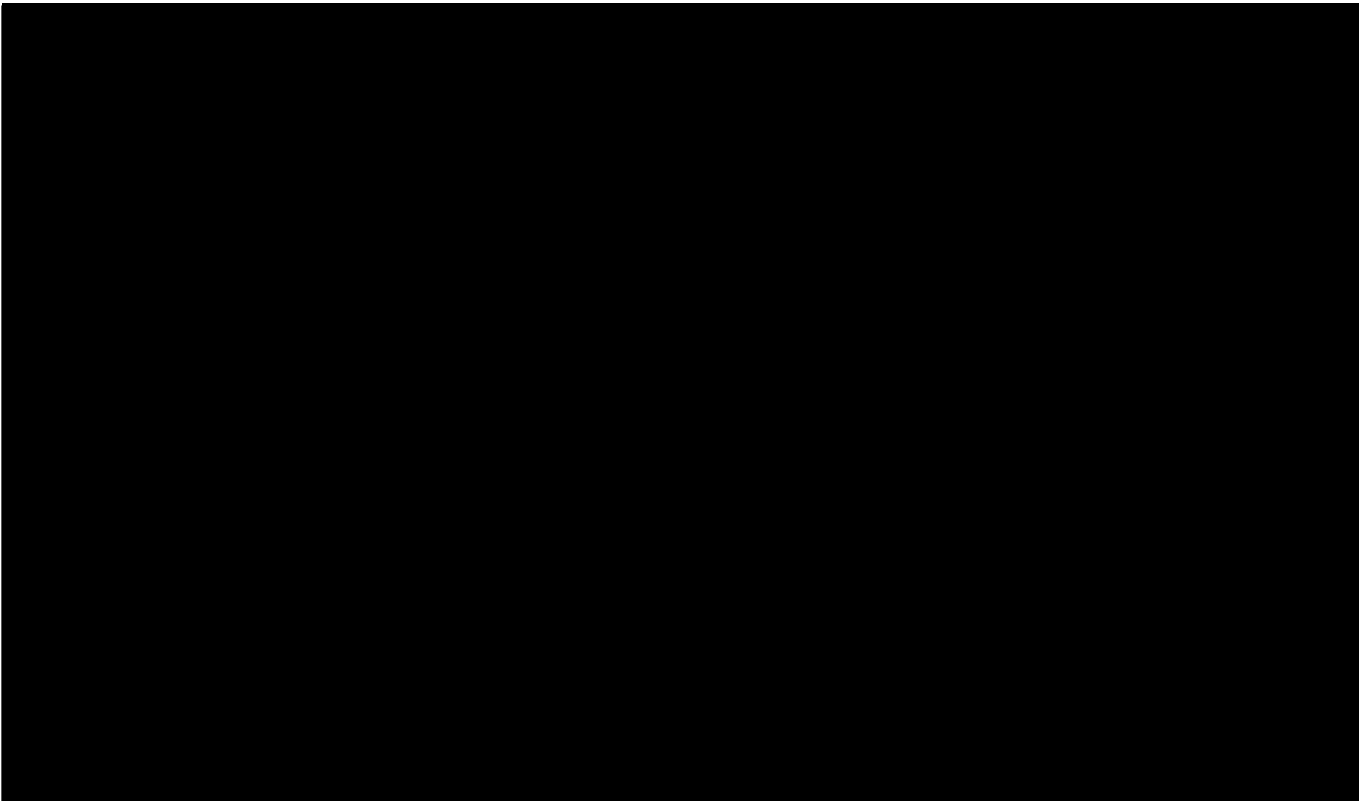
**Salisbury Area** – (Salisbury, Amesbury, Downton, Mere, Hindon and Tilshead as well as the rest of the old Salisbury District Council Area), please send to:

The Licensing Officer  
 Wiltshire Council  
 Public Protection Services and Licensing  
 Bourne Hill  
 Salisbury  
 Wiltshire, SP1 3UZ

**All other areas** please send to the address below:

The Licensing Officer  
 Wiltshire Council  
 Public Protection Services and Licensing  
 Monkton Park  
 Chippenham  
 Wiltshire, SN15 1ER





---

**From:** Leslie Wilkins [REDACTED]  
**Sent:** 04 August 2015 17:19  
**To:** PublicprotectionNorth  
**Subject:** Ref No WK/201519444 Ludgershall Sports & Social Club

Dear Sir / Madam ,

I wish to object to the proposed new opening hours of the above , due to the noise factor as the club is surrounded by a housing estate and there can be No sensible reason why people need to be drinking at 02.00 in the morning .

The cars from the club already park out on the street in Astor Crescent in front of peoples houses , not forgetting this is the same street where it is proposed to build on the old Garden Centre land so you will have people walking up that road as well ,and people are never quiet when they come out of a pub ( club ) and they do have the music loud but if you know it will end about 11.00 or 11.30 it's sufferable .

Yes lets all have a good night out with our friends and enjoy ourselves but lets also be sensible about opening hours .

Thank You , Yours Sincerely Mr L Wilkins





## Hould, Hannah

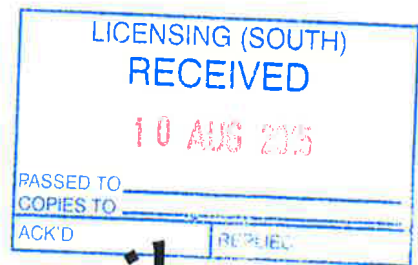
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**From:** Leslie Wilkins [REDACTED]  
**Sent:** 05 August 2015 11:14  
**To:** Hould, Hannah

Dear Hannah Thank you for your message my address is 47 Astor Crescent Ludgershall  
I would like to add one other thing and that is I could imagine people going into the Club to  
carry on drinking when the other pubs have closed .Would you want to live near somewhere what  
has drinking and music to 02.00 in the morning

L Wilkins





# Wiltshire Council

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## REPRESENTATION FORM

This form must be returned within the statutory period, which is 28 days from the date the notice was displayed on the premises or the date specified in the Public Notice in the newspaper. Please contact the Licensing Section to confirm this date.

Any individual, body or business can make a Representation to the Licensing Authority in relation to an application, regardless of their geographic proximity to the premises. Any Representation must be relevant, in that the Representation relates to one or more of the Licensing Objectives.

Premises about which Representation is being made	LUDGERSHALL SPORTS & SOCIAL CLUB
Your Name	DANIEL MARRIOTT
Postal Address	3 SPRINGFIELDS ASTOR CRESCENT LUDGERSHALL ANDOVER SP11 9BW
Contact Telephone Number	[REDACTED]
Are you:	<ul style="list-style-type: none"> <li>• An individual? <input checked="" type="checkbox"/></li> <li>• A person who operates a business? <input type="checkbox"/></li> <li>• A person representing residents or businesses? <input type="checkbox"/></li> <li>• A member of the Relevant Licensing Authority (ie, elected Councillor of the Licensing Authority)? <input type="checkbox"/></li> </ul>
If you are representing residents or businesses who have asked you to represent them?	NO

Your Representation must relate to one of the four Licensing Objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your Representation. If necessary, separate sheets may be used.

OBJECTIVES	EVIDENCE
1. The prevention of harm to children	Please see attached
2. To prevent public nuisance	Please see attached



OBJECTIVES	EVIDENCE
<b>3.</b> To prevent crime and disorder	Please see attached.
<b>4.</b> Public Safety	Please see attached.

Please list below any suggested actions that you feel the applicant could take to address your concerns.

Nil as I have no faith anything that they put in place will be policed or adhered to.

If a hearing needs to be held to determine the Premises Licence Application, the Councillors will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your Representation may be considered if all parties at the Hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

If you do make a Representation you will be invited to attend the Licensing Sub-Committee Hearings and any subsequent appeal proceedings relevant to your Representation.

**All Representations in their entirety, including your name and address, will be disclosed to the Premises Licence applicant. A copy of Representations will be annexed to the Licensing Officer's hard copy report, which is a public document circulated to the Licensing Sub-Committee and to all those who have made relevant Representations.**

Signature

[Redacted Signature]

Date

7/8/15

Please return this form, along with any additional sheets, to the relevant Wiltshire Council Office listed below:

**Salisbury Area** – (Salisbury, Amesbury, Downton, Mere, Hindon and Tilshead as well as the rest of the old Salisbury District Council Area), please send to:

The Licensing Officer  
 Wiltshire Council  
 Public Protection Services and Licensing  
 Bourne Hill  
 Salisbury  
 Wiltshire, SP1 3UZ

**All other areas** please send to the address below:

The Licensing Officer  
 Wiltshire Council  
 Public Protection Services and Licensing  
 Monkton Park  
 Chippenham  
 Wiltshire, SN15 1ER



**Prevention of harm to children**

1. I have been kept awake as private parties spill out of the back of Ludgershall sports and social club, with arguments and shouting raging at times. During these arguments children can be seen and heard shouting, crying and watching the unfolding drama.  
Should the intoxicated adults allow their anger to be directed towards the children present then they may suffer physical harm. This is not to mention the emotional damage that they are suffering while the arguments are raging, and their general well being, bearing in mind the late hour that these incidents generally happen.
2. The noise that is generated by the club when they have functions is that loud that my children come into my bedroom saying they have either been kept awake or have been woken by the noise. This has been bad enough for me to previously contact the council about the ASB and noise by the club.  
This means the club is affecting the physical and emotional health of my children, who are 2 and 5 years old, even with the current licensing hours. The lack of sleep, at an age when sleep is so very important, can be seen the following day when they are tired, irritable, grumpy, lethargic and generally run down. This also has an effect on my wife and I.

**To prevent public nuisance**

1. The noise generated by the club when they host functions or parties is excessive. My house is situated approximately 130 metres from the premises, yet the noise travels through my double-glazing and is loud enough to either wake or keep awake my children, who sleep on the opposite side of the house to the club. This is also very uncomfortable for everyone in the house, when windows have to be kept shut due to the noise nuisance, which in turn makes the house unbearably hot, with no breeze passing through.  
This is made worse by patrons of the club, who continually use the doors to the rear of the club to smoke outside. This allows the noise, which is bad enough, to become worse. Add the noise of shouting by patrons while outside, either in conversation or in arguments, to the music and this has prompted me to complain previously.
2. Even though the club has current licensing hours, these are generally abused as music is often heard beyond these times, and patrons hanging around the rear of the club creating a noise nuisance. I can only comment on the rear of the club as cannot see the front from my property.

**To prevent crime and disorder**

1. As previously mentioned, there has been numerous incidents where arguments have taken place outside the club, this has been bad enough





that on one occasion I was about to call the police as the argument sounded like it would get physical. The only thing that stopped me was the argument went inside the club, which meant I couldn't say if it had ended or continued.

2. I have had to intervene when children from a private party at the club were swinging on a neighbour's fence. My intervention initially met with mocking from the children, before they listened to my instructions and left the area. When I called the club to inform them of what their patrons were doing they initially said they had already sorted it, as they had received a call about 1 hour previous about it. I then informed them that the incident happened about 5 minutes previous and they said they would deal with it.
3. As the premises are requesting an extension to opening hours, and the change from members only to allow entrance to anyone, this is effectively the same as opening a public house in a quiet, residential street, which in turn could bring the normal ASB and noise issues that occur.

#### Public safety

1. As a serving police officer I work a variable shift pattern. This shift pattern sometimes means I am up for work in the early hours of the morning. The noise from the club keeps me awake at night, which in turn means as my sleep is affected, my judgement and decision making could also be affected. My job entails dealing with members of the public, suspects, or victims of crime, and giving them the best possible service they deserve, which is hampered by the noise generated by the club, which affects my sleep.


On a separate note, if the extension is granted I would have to seriously consider if Astor Crescent is a suitable road to bring my children up in, due to the impact the variation would have to the local community.

I also believe the variation, if granted, would seriously affect the value of properties surrounding the club. It would be like situating a late night music club in the centre of a quiet residential street.

The club and the impact it has had on us as a family, even though I have only lived here since January 2015, is enough that if I had known about it before purchasing the property then I would not have gone ahead with the sale. This issue has caused my wife, children and I sleepless nights, in more ways than one. I cannot stress just how much the club affects those who live in its vicinity enough. Speaking with neighbours only confirms the facts. The thought of this extension and change of use being granted fills me with dread.

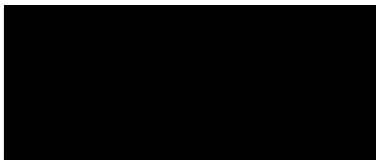


### Representation Form

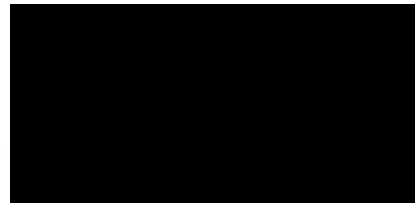
Premises about which representation is being made:	Ludgershall Sports and Social Club
Application Reference:	WK/20151944
Name of Person(s) making representation:	Nick and Catherine Sutherland
Address of Person(s) making representation:	7 Springfields Astor Crescent Ludgershall Wiltshire SP11 9BW
Contact number of Person(s) making representation:	
Representation made as:	Individuals
Representation made against following objectives(s):	To Prevent Public Nuisance
Evidence:	<p>While we note that value that the Sports Club brings to the local community in terms of both a sports and leisure facility, we have significant concerns that the proposed extension of opening hours for the sale of alcohol (on and off sales) and for the playing of recorded and live music will have a detrimental impact on us and cause unreasonable disruption and nuisance.</p> <p>The proposed new licence arrangements would place no limit on the number of functions that could be held within these extended opening hours (as opposed to the current limits) and extend the current disruption caused by these functions into the early hours of the morning.</p>
Suggested actions that can be taken to address concerns:	<p><b>Opening Hours</b></p> <ul style="list-style-type: none"> <li>• While no objection to opening earlier there should be no extension to routine opening hours beyond current limits as stated on their website, namely, <ul style="list-style-type: none"> <li>○ 2200 during the week</li> <li>○ 2300 on Friday/Saturday</li> </ul> </li> <li>• Retaining the limit on number of functions being held each year (currently believed to be 12 functions) that allow extended opening to 0030</li> <li>• Direct notification to local residents on planned functions and events that would cause potential disruption through extended opening hours and/or</li> </ul>

	<p>increased noise</p> <p><b>Music</b></p> <ul style="list-style-type: none"><li>• Music played outside (both live and recorded) should be limited to day light hours (or no later than 2100 whichever is the earlier)</li><li>• Recorded music played inside should not be played after 2300 during the week and 0030 at weekends</li><li>• Live music played inside should not be played after 2300 during the week and midnight at weekends</li></ul> <p><b>Noise Prevention</b></p> <ul style="list-style-type: none"><li>• All doors and windows to the clubhouse are to be shut after 2200 to reduce the level of noise escaping from the club</li><li>• No congregation in the Beer Garden or on the sports pitch at the rear and the entrance area at the front after 2200</li><li>• Ensuring that sound systems use 'noise limiters' that prevent excessive noise</li></ul>
--	--

Signatures:



Nicholas Sutherland



Catherine Sutherland

Dated: 12 August 2015

RECEIVED

17 AUG 2015

PUBLIC NOTICE

# Wiltshire Council

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## REPRESENTATION FORM

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Premises about which Representation is being made	REL WK/2015/19444 LUDGERSHALL SPORTS + SOCIAL CLUB
Your Name	MR S P BRAY
Postal Address	43 ASTOR CRESCENT LUDGERSHALL SP11 9RG
Contact Telephone Number	[REDACTED]
Are you:	<ul style="list-style-type: none"> <li>• An individual?</li> <li>• <del>A person who operates a business?</del></li> <li>• <del>A person representing residents or businesses?</del></li> <li>• <del>A member of the Relevant Licensing Authority (ie, elected Councillor of the Licensing Authority)?</del></li> </ul>
If you are representing residents or businesses who have asked you to represent them?	NA.

Your Representation must relate to one of the four Licensing Objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your Representation. If necessary, separate sheets may be used.

OBJECTIVES	EVIDENCE
1. The prevention of harm to children	THE NOISE WILL INTERRUPT CHILDREN'S SLEEP PATTERNS AS WELL AS THEIR PARENTS WHICH WILL CAUSE FAMILY DISRUPTION
2. To prevent public nuisance	THE NOISE LEVEL FROM THIS CLUB UNDER THEIR PRESENT LICENCE CAN BE HORRENDOUS. BEHIND THE NOISE GOES UNTIL 0200 IS GOING TO CAUSE TROUBLE IN THIS RESIDENTIAL AREA.

OBJECTIVES	EVIDENCE
3. To prevent crime and disorder	PERHAPS THE DAMAGE TO CARS IN ASTON THAT NIGHTS OF THEIR ALL DAY PROBLEMS ON THE PITCH EVENT WAS COINCIDENTAL BUT I HAVE MY DOUBTS
4. Public Safety	INCREASE IN NOISE & GENERAL ROWDINESS WILL PUT PUBLIC SAFETY AT RISK

Please list below any suggested actions that you feel the applicant could take to address your concerns.

YES THEY SHOULD WITHDRAW THEIR APPLICATION AS THERE IS NO REASON  
FOR A SPORTS 'SOCIAL' CLUB TO ALLOW DRIVING UNTIL MIDNIGHT AND 0200  
WITH INDOOR OUTDOOR MUSIC IN WHAT IS A RESIDENTIAL AREA

If a hearing needs to be held to determine the Premises Licence Application, the Councillors will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your Representation may be considered if all parties at the Hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

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**All Representations in their entirety, including your name and address, will be disclosed to the Premises Licence applicant. A copy of Representations will be annexed to the report, which is a public document circulated to the relevant Representations to all those who have made relevant Representations.**

Signature ..... Date...13.08.15...

Please return this form, along with any additional sheets, to the relevant Wiltshire Council Office listed below:

**Salisbury Area** – (Salisbury, Amesbury, Downton, Mere, Hindon and Tilshead as well as the rest of the old Salisbury District Council Area), please send to:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Bourne Hill  
Salisbury  
Wiltshire, SP1 3UZ

**All other areas** please send to the address below:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
Monkton Park  
Chippenham  
Wiltshire, SN15 1ER

RECEIVED

17 AUG 2015

PUBLIC NOTICE

# Wiltshire Council

Where everybody matters

## Representation form

This form must be returned within the statutory period, which is 28 days from the date the notice was displayed on the premises or the date specified by the Public Notice in the newspaper. Please contact the licensing section to confirm this date.

Any individual, body or business can make a representation to the licensing authority in relation to an application, regardless of their geographic proximity to the premises. Any representation must be relevant, in that the Representation relates to one or more of the licensing objectives.

Premises about which representation is being made	LUDGERSHALL SPORTS & SOCIAL CLUB
Your name	T D MILLETT
Postal address	9 SPRINGFIELDS ASTOR CRESCENT LUDGERSHALL SP11 9BW
Contact telephone number	[REDACTED]
Are you:	<ul style="list-style-type: none"> <li>An individual? <input checked="" type="checkbox"/></li> <li>A person who operates a business?</li> <li>A person representing residents or businesses?</li> <li>A member of the relevant licensing authority (ie, elected councillor of the licensing authority)?</li> </ul>
If you are representing residents or businesses who have asked you to represent them?	

Your representation must relate to one of the four licensing objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your representation. If necessary, separate sheets may be used.

Objectives	Evidence
1. The prevention of harm to children	See attached notes.
2. To prevent public nuisance	"

Objectives	Evidence
3. To prevent crime and disorder	
4. Public safety	

Please list below any suggested actions that you feel the applicant could take to address your concerns.

*please see attached notes*

*[Faint, illegible handwritten text follows]*

If a hearing needs to be held to determine the premises licence application, the councillors will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your representation may be considered if all parties at the hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

If you do make a representation you will be invited to attend the licensing sub-committee hearings and any subsequent appeal proceedings relevant to your representation.

**All representations in their entirety, including your name and address, will be disclosed to the premises licence applicant. A copy of representations will be annexed to the licensing officer's hard copy report, which is a public document circulated to the licensing sub-committee and to all those who have made relevant Representations.**

Signature 

Date *13 AUG 15*

Please return this form, along with any additional sheets, to the Licensing Officer at the Wiltshire Council office covering the area in which the licensed premises are situated.

- Chippenham:** Wiltshire Council, Monkton Park, Chippenham, Wiltshire, SN15 1ER
- Devizes:** Wiltshire Council, Kennet House, Sergeant Rogers Way, Hopton Industrial Park, Devizes, Wiltshire, SN10 2ET
- Salisbury:** Wiltshire Council, Bourne Hill, Salisbury, SP1 3UZ
- Trowbridge:** Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN



**TD MILLETT**

**9 SPRINGFIELDS, ASTOR CRESCENT LUDGERSHALL, SP11 9BW**

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Ludgershall Sports & Social Club (S&SC)

**Representation Form**

**Prevention of Harm to Children**

Currently when a social event, such as a wedding reception is held at the S&SC, as the event proceeds so the children and young teenagers are encouraged to leave the club and amuse themselves outside on the Sports Field.

Parents appear to think that as the Sports Field has a fence around the perimeter it must be a safe area and allow their children to roam around the field playing, almost till time to go home and this can be around midnight. On occasion toddlers have wandered on to Astor Crescent with no supervision, and have been at risk late at night from numerous hazards not least of all passing traffic.

**To Prevent Public Nuisance**

As mentioned above, the children roam the Sports Field till their parents are ready to depart screaming(toddlers) yelling and shouting above the sound of the music flowing out of the S&SC. At times the children produce a football or two, and enjoy trying to score goals in the dark; this of course, is highly entertaining for residents who have gone to bed...

By now the resident's dogs have started barking, and I have to admit that I am a dog owner!

As the evening continues so the volume of music increases, this then leads to those outside smoking etc. increasing the volume of shouting, arguing and swearing to be heard above the music.

**To Prevent Crime & Disorder**

It has been stated at a recent Ludgershall Council Meeting that the swearing is no worse than can be heard on television...! The difference is that one can switch the offending programme off/select another.

The bad language can easily be heard by families with young children in their gardens during the summer months, or even in bedrooms, and would certainly constitute an offence if repeated in the High Street whilst families were shopping.

It has also been stated that drunks fighting and swearing their way along Astor Crescent as they depart the S&SC are not the problem of the S&SC... ?

**Public Safety**

No points.



**TD MILLETT**

**9 SPRINGFIELDS, ASTOR CRESCENT LUDGERSHALL, SP11 9BW**

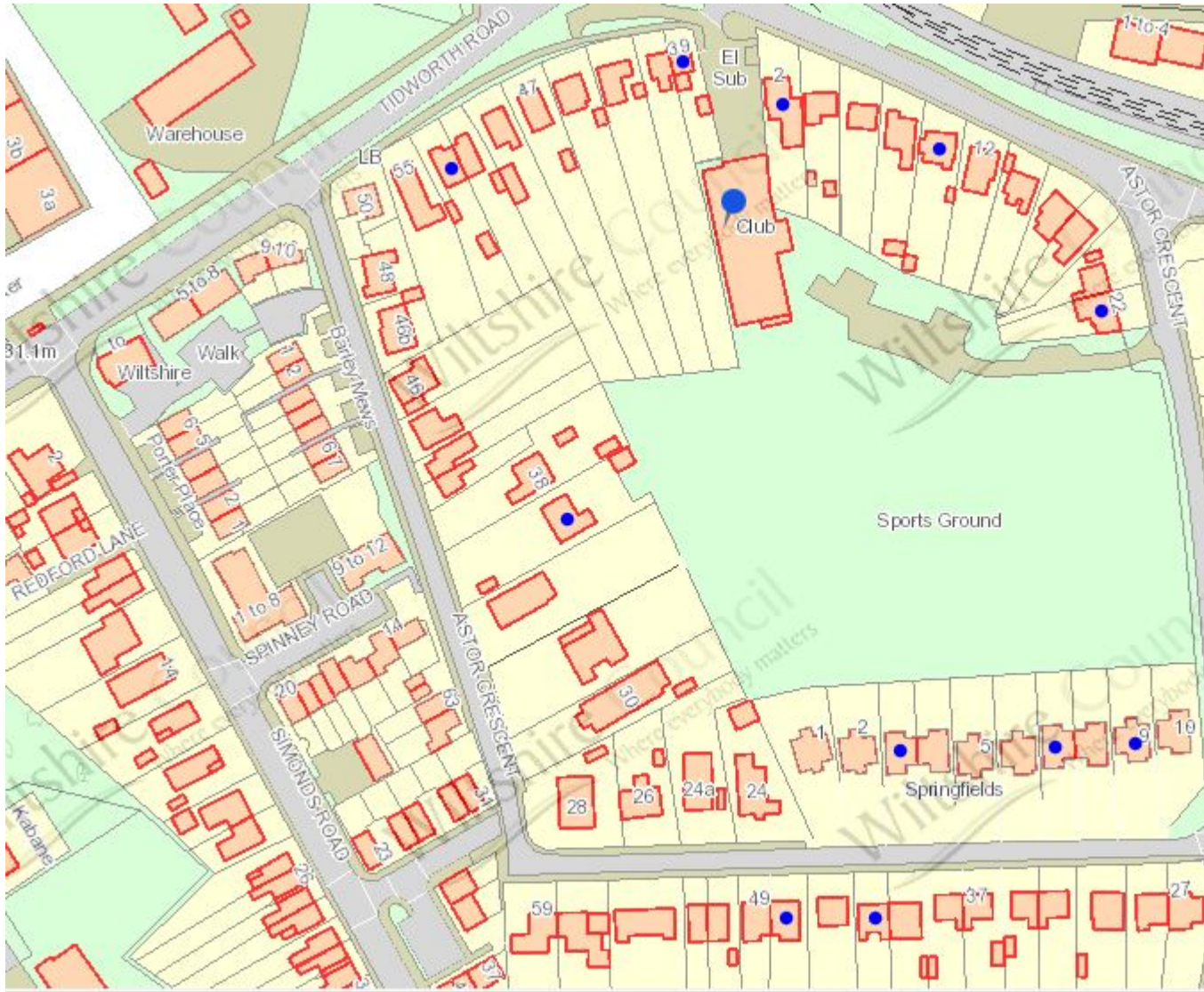


**SUGGESTIONS.**

It is strongly recommended that the S&SC provide a full Air-conditioning package and operate this system in conjunction with a "Closed Door & Windows" policy from a given point in time such as 2230hrs when music is played at volume.

It is strongly recommended that the S&SC investigate and source a Volume/Noise Limiter, an electronic device common in Pubs and Clubs, which automatically silences/restricts/disrupts music and P.A when it meets the predetermined level agreed by the S&SC Committee.





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# Agenda Item 5e

Premises known as **LUDGERSHALL SPORTS & SOCIAL CLUB, 37 TIDWORTH ROAD, LUDGERSHALL, WILTSHIRE SP11 9QE**

Component	Noise Management Plan – Measures in place / to be taken
<b>Internal music noise, film shows etc</b>	<p>Restriction on live and recorded music to 23.00 Monday – Thursday and Sunday, and 00.30 on Friday and Saturday, with the exception of any successful TEN application to a 02.00 close This is under the present Club Premises License).</p> <p>The pair of doors to the Paddock Suite bar to be kept shut from 22.30 midweek and from 23.00 on Friday and Saturday. The self-closing door to the corridor is not to be wedged open as it forms a natural sound barrier between the Paddock Suite and the single external door.</p> <p>Notices to be displayed in advance of late TEN events on A3 posters in the external display cabinet at the entrance to the front car park.</p> <p>Live and recorded music to be requested to have slower / quieter numbers for the last half hour of the event.</p>
<b>External music, film shows and fireworks etc</b>	Restriction on live and recorded music externally to cease at 21.30.
<b>Deliveries and collections</b>	Deliveries and collections to be Monday – Friday only between the hours of 08.00 and 18.00.
<b>Smoking shelters, external seating and eating areas</b>	<p>Promote a ‘Smoke Free’ policy</p> <p>The pair of doors to the Paddock Suite bar to be kept shut from 22.30 midweek and from 23.00 on Friday and Saturday to discourage patrons from smoking outside in this area.</p> <p>Signage to be put up in the smoking shelter and at the rear corridor door to the Paddock Suite to request smokers keep noise to a minimum</p> <p>Patrons to be requested not to use the external seating area after 22.30 midweek and from 23.00 Friday and Saturday</p>
<b>Customers and play areas</b>	Signage to be displayed to request patrons out of consideration to local residents to keep noise levels to a minimum when leaving the premises
<b>Customers and Car Parks</b>	<p>Gates to the playing field are to be kept locked when there is no planned event or match.</p> <p>Gates to the playing field are to be left open when there is a planned event to allow all patrons to leave the premises</p> <p>Patrons to be encouraged to leave cars parked at the club over night for collection the next morning when an event is held in the Paddock Suite to avoid late night vehicle movement</p> <p>Taxi’s to be encouraged to use the front macadam car park and to try and avoid use of the rear gravel parking area</p>
<b>Refuse and recycling bins, barrels, bottles and stores</b>	Disposal of rubbish, bottles etc to the paladin bin within the front car park to be carried out between the hours of 08.00 and 19.30
<b>Skittle alleys</b>	Not applicable
<b>Equipment such as chillers, air con, extractors</b>	Regular maintenance and checks on the beer cellar roof mounted chiller (Note : Overhaul and replacement carried out June 2015)
<b>Complaints</b>	Keep accurate records of any complaint received from Wiltshire CC, the police, a neighbour or member of the public to ensure the nature of the complaint, date and time, and actions taken to deal with the complaint

Signed: Michael Collins – Secretary (under Club Premises License)

Date: 14<sup>th</sup> August 2015

Premises License Holder

**This 'Noise Management Plan' is for Ludgershall Sports & Social Club under the Club Premises License, if a Premises License is granted it will be re-issued, signed and dated under the 'Premises License**

**Staff awareness relating to noise management issues and contents within this 'Noise Management Plan' is to be included in staff training and induction of new staff**

**The plan is to be reviewed by the Management Committee annually, and on each occasion a complaint is received**



## Hould, Hannah

---

**From:** Portnall, Chris  
**Sent:** 19 August 2015 16:24  
**To:** Hould, Hannah  
**Subject:** RE: Ludgershall Sports & Social Club, Tidworth Road, Ludgershall

Hannah

Further to our telephone conversation, I confirm that I have discussed the issue of the installation of a noise limiter in the Ludgershall Sports and Social Club with Mike Collins earlier today and I advised him that Public Protection has no reason to require this equipment to be installed as there has not been a history of noise complaints from the premises.

I have also had a chance to review the Noise Management Plan drawn up by Mike Collins in relation to the control of noise at the venue and from the details provided if the plan is adhered to / enforced there should be no reason why a Statutory Noise nuisance should occur.

I have advised him that the Club Committee can consider the installation of a limiter but it would be their decision alone and it may be something worth considering should there be a significant number of loud music complaints received by Public Protection which would indicate the Noise Management Plan is not sufficient control in itself and this is unlikely given the fact that the Club do not plan to change the frequency and type of events that have been occurring under the Club Certificate that is in place.

Hope this is of use to you.

Regards

Chris P

---

**From:** Hould, Hannah  
**Sent:** 18 August 2015 10:51  
**To:** Portnall, Chris  
**Subject:** FW: Ludgershall Sports & Social Club, Tidworth Road, Ludgershall

Hi Chris

In relation to the Town Council's recommendations for a noise limiter to be fitted at the premises – could you please advise the applicant on the process/implications of how they could possibly do this.

Could you also please advise the Town Council on the process as although they feel it is a good idea, they are not entirely sure on the process either.

Many thanks

**Hannah Hould**  
**Public Protection Officer (Licensing)**

Wiltshire Council  
Bourne Hill  
Salisbury  
Wiltshire  
SP1 3UZ

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Email: [hannah.hould@wiltshire.gov.uk](mailto:hannah.hould@wiltshire.gov.uk)  
Direct Dial: 01722 434414

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Mitigation following Review Period – 20<sup>th</sup> August 2015

**LUDGERSHALL SPORTS & SOCIAL CLUB**

**37 TIDWORTH ROAD**

**LUDGERSHALL**

**WILTSHIRE SP11 9QE**

**APPLICATION FOR A PREMISES LICENCE**

**SUPPORTING DOCUMENTATION WITH REGARDS HEARING 14<sup>th</sup> SEPTEMBER 2015**

- 1. EXECUTIVE SUMMARY**
- 2. OPENING HOURS COMPARISON**
- 3. HISTORY – TEMPORARY EVENTS NOTICE APPLICATION**
- 4. OPERATING SCHEDULE (To be Amended as Email 27<sup>th</sup> July 2015)**
- 5. NOISE MANAGEMENT PLAN (To be Amended) and SIGNAGE**
- 6. RUNNING LSSC under a PREMISES LICENSE**
- 7. REPRESENTATIONS REVIEW SUMMARY, MAPS and PHOTOGRAPHS**
- 8. REPRESENTATIONS – CLUB ANALYSIS and RESPONSE**
- 9. POLITE NOTICE – LEAVE QUIETLY (Already in Place)**
- 10. KEEP DOORS SHUT AFTER 11.30PM (Already in Place)**
- 11. ADOPTING ‘CHALLENGE 25’ (Already in Force)**
- 12. ‘CHALLENGE 25’ POSTER (Already in Place)**
- 13. CLUB RULES as at 01 MAY 2014 (Will Remain Applicable)**
- 14. CLUB ‘HEALTH & SAFETY POLICY STATEMENT’**



## LUDGERSHALL SPORTS & SOCIAL CLUB

### APPLICATION FOR A PREMISES LICENCE



#### **EXECUTIVE SUMMARY**

Ludgershall Sports and Social Club currently operate under a Club Premises Certificate Number KK/CP0033 granted in 2005 (previously our license was under 'Grandfather Rights', but the club has been operating at 37 Tidworth Road since 1934, with very few complaints to the Club, Wiltshire CC, Environmental Health or the police.

We are a community based club whose aim is to deliver high quality, sports and entertainment amenities to all club members, visitors and other users in a safe, courteous and friendly environment, with due regard to the four licensing objectives, current legislation, health and safety, the public and our neighbours.

The club is operated and managed by the Officers and Committee (Management Committee) and the operation under a new Premises Licence will continue as at present under the governance of 'Ludgershall Sports and Social Club Rules (current dated 01 May 2014)', and will adhere to our 'Operating Schedule dated 15<sup>th</sup> July 2015 (amended via emails to Wiltshire CC Licensing Authority during our application period)'

The club currently has a Senior football team playing in the Wiltshire Premier Division, and three Youth teams U9's and U13's playing in the Testway Youth League and an U11's playing in the North Wiltshire league, offering a sporting opportunity to over twenty adults and over forty children. All adults connected with our youth squads are fully CRB checked. We also run a darts team in the Andover and District league.

The club hosts several community functions at no cost to the organisations in an aim to expand our acceptability within the local area and demonstrate our attitude to friendliness to our neighbours and the town at large ('Party on the Pitch', 'Scarecrow Competition', 'Christmas and Wedding Fayres', 'External hosting of Youth Football Tournaments', 'Help for Hero's Charity Night' are examples) .

The application for a Premises Licence is to provide flexibility to our opening hours, allowing us to open daytimes in the week when need arises – i.e. for funeral wakes etc., and to accommodate wedding receptions etc. for non-members. It will also allow us to open a little earlier than at present if there is demand, but for financial reasons we will not be opening regularly during the day. Our current opening hours Monday to Thursday are 19.00 – 22.00 (although our license allows 23.00) and this is unlikely to change. Our current license allows us on a Friday and Saturday to remain open until 00.30, and this will also largely remain unaltered. During the last 4 years we have applied for Temporary Extensions until 02.00 for member's functions on just 10 occasions – i.e. less than 3 a year. By applying for a 02.00 closing time on a Friday and Saturday it will eliminate the need to apply for a TEN, but we would not anticipate any dramatic increase of the occasions when this would happen, and have proposed a maximum of 12 times in any one year

**LUDGERSHALL SPORTS AND SOCIAL CLUB**

**APPLICATION for a PREMISES LICENSE APPLICATION**

**CLUB LICENSE OPENINGS / PREMISES LICENSE OPENINGS (AMENDED as per Email dated 27<sup>th</sup> JULY 2015 Mike Collins / Hannah Hould)**

<b>DAY</b>	<b>CURRENT CLUB LICENSE HOURS</b>	<b>PROPOSED PREMISES LICENSE HOURS (AMENDED)</b>
<b>MONDAY</b>	<b>19.00 – 23.00</b>	<b>12.00 – 00.00 *</b>
<b>TUESDAY</b>	<b>19.00 – 23.00</b>	<b>12.00 – 00.00 *</b>
<b>WEDNESDAY</b>	<b>19.00 – 23.00</b>	<b>12.00 – 00.00 *</b>
<b>THURSDAY</b>	<b>19.00 – 23.00</b>	<b>12.00 – 00.00 *</b>
<b>FRIDAY</b>	<b>19.00 – 00.30</b>	<b>12.00 – 00.30</b>
<b>SATURDAY</b>	<b>11.00 – 00.30</b>	<b>11.00 – 00.30</b>
<b>SUNDAY</b>	<b>12.00 – 23.00</b>	<b>12.00 – 23.00</b>
<b>FRIDAY / SATURDAY</b>	<b>TEN Application Required***</b>	<b>12.00 – 02.00 **</b>

The main changes in the Premises License application is to enable earlier opening Monday – Friday, in practice due to financial restraints this will mean a trial period of opening on a Friday at 17.00, opening Monday – Thursday will more than likely remain at 19.00.

\*Our current Club License allows the premises to be open until 23.00 Monday - Thursday, in practice we normal close at 22.00 because we have no customers. This will still be the option under the Premises License if granted. The 00.00 closure is put in for the odd occasion when we have a military dinner or function (usually at Christmas) and will mean we do not need to apply for a TEN. There have been two such occasions in the past four years

\*\*Closure at 02.00 on a Friday / Saturday will be limited to 12 times per year, as requested by the Licensing Authority we will notify them 14 days prior to the date the extended hours will be used to allow them to control the number of events and make sure they do not exceed the stipulated amount

\*\*\*See History of TEN Applications over the past 4 years, there have been only 10 applications for a 02.00 opening

Temporary Events Notices – Applications made under Club Premises Certificate Number  
 KK/CP0033 within last 4 years – 02.00 Extensions Total 10 Nr

DATE	Extension Time	Event	Possible Numbers	TEN Granted	Complaints
<b>2012</b>	<b>3 Nr</b>				
SAT 26 <sup>th</sup> May	02.00	Football Presentation Night	140	Yes	None
SAT 30 <sup>th</sup> June	02.00	Help For Hero's Night	200	Yes	None
SAT 6 <sup>th</sup> September	02.00	Sportsman's Dinner	140	Yes	None
<b>2013</b>	<b>4 Nr</b>				
SAT 30 <sup>th</sup> June	02.00	Club DJ Night	140	Yes	None
SAT 13 <sup>th</sup> July	02.00	50 <sup>th</sup> Birthday	140	Yes	None
SAT 14 <sup>th</sup> September	02.00	30 <sup>th</sup> Birthday	140	Yes	None
SAT 21 <sup>st</sup> September	02.00	Sportsman's Dinner	110	Yes	None
<b>2014</b>	<b>2 Nr</b>				
SAT 30 <sup>th</sup> March	02.00	50 <sup>th</sup> Birthday	140	Yes	None
SAT 14 <sup>th</sup> September	02.00	Sportsman's Dinner	110	Yes	None
THUR 4 <sup>th</sup> December	23.30	Military Christmas Dinner	90	Yes	None
TUES 9 <sup>th</sup> December	00.30	Military Christmas Dinner	90	Yes	None
<b>2015</b>	<b>1 Nr</b>				
SAT 22 <sup>nd</sup> March	02.00	50 <sup>th</sup> Birthday	80	Yes	None

Christmas Eve & New Year's Eve within the last 4 years:

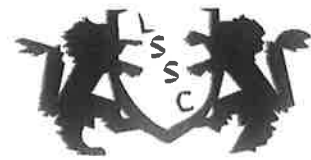
- **Complaints – None**

Wiltshire Council Public Protection Services visits to Premises within the last 4 years:

- 16<sup>th</sup> January 2012
- 18<sup>th</sup> June 2015

Police Actions and Complaints within the last 4 years:

- **None**



**LUDGERSHALL SPORTS & SOCIAL CLUB, 37 TIDWORTH ROAD, LUDGERSHALL, WILTSHIRE SP11 9QE**

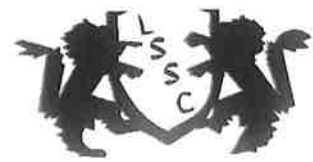
### **OPERATING SCHEDULE**

Ludgershall Sports and Social Club currently operate under a Club Premises Certificate Number KK/CP0033. The application for a Premises Licence will not have any effect on the existing operations of the club with the exception of flexibility in opening hour's provision.

Our aim is to deliver high quality social, sports and entertainment amenities to all club members, visitors and other users in a safe, courteous and friendly environment, with due regard to the four licencing objectives, current legislation, health and safety and the public.

The club is operated and managed by the Officers and the Committee (Management Committee) under the guidance and advice of the Club Institute Union to which the Club is affiliated, failure to comply with model rules set by the CIU can result in the loss of affiliation together with the benefits, and governed by 'Ludgershall Sports and Social Club Rules' (current dated 01 May 2014) a copy is annexed to this 'Operation Schedule', areas covered within the rules are deemed incorporated with this Operating Schedule and are not exhaustive in regards to the Club operating within all current legislation, and all current Health and Safety standards.

1. Name, Office and Objects of the Society
2. Admission of Members
3. Subscriptions
4. Notifying Change of Address
5. Cessation of Membership
6. Membership of the Union
7. Admission of Associates
8. Meetings
9. Officers
10. Power of The Committee
11. Finance Committee
12. Orders
13. Liability of Trustees
14. President
15. Treasurer
16. Secretary
17. Annual Returns to the Financial Services Authority including Audit
18. Application and Investment of Funds
19. Acquisition of Land and Borrowing Powers
20. Conduct of Election Nominations
21. Inspection of Books
22. Settlement of Disputes
23. Misconduct of Members
24. Rights of Appeal
25. Introduction of Guests
26. Guests and Excisable Articles
27. Rules



28. By-Laws
29. Dissolution
30. Hours of Opening and Closing of the Club Premises
31. Life Members

The Officers and Committee will ensure the property and grounds are kept in good order to ensure the safety of members, guests and the general public, including perimeter fencing.

The Officers and Committee will ensure all current and future Health and Safety legislation is complied with, including testing of equipment, in accordance with the following, as controlled by the Health and Safety Executive.

- Health and Safety at Work Act 1974
- Workplace (Health, Safety and Welfare) 1992
- Management of Health and Safety at Work Regulations 1999
- Substances Hazardous to Health (COSHH) Regulations 2002 (as amended)

The Officers and Committee have implemented a Health and Safety Policy Statement dated 25th November 2011, Reviewed 25<sup>th</sup> November 2012, Reviewed 15<sup>th</sup> July 2015 which details the control and implementation of Ludgershall Sports and Social Club commitment to Health and Safety.

#### Responsible persons

- Officers and Committee
- Designated Premises Supervisor
- Bar Manager
- Staff
- Risk Assessment by a competent person (nominated by the Management Committee)

The following procedures will be regularly monitored and reviewed by the Officers and Committee, details are a guide and not exhaustive:

- Assessing and Controlling Risks
- Management of Occupational Health and Safety
- Accident Reporting
- Review of Workplace Hazards
- Review and Appointment of a Competent Person
- Review and Policy for Working at Height
- Review and Policy for Manual Handling
- Review and Policy for Control of Substances Hazardous to Health
- Record of Equipment Inspection and Examination
- Record of Fire Safety Risk Assessment
- Carry out and record Risk Assessments to Eliminate or Control Risks
- Staff Consultation
- First Aid Arrangements
- Ensure Employers Liability Compulsory Insurance is in place
- Ensure regular checks and maintenance are carried out on all equipment



15<sup>th</sup> July 2015



- Staff Training and Awareness
- Implementation of Safe Working Practices
- Annual Management Committee Review
- Training Logs
- Visitors Logs
- Provision of Personal Protective Equipment (PPE) as appropriate

The Officers and Committee will ensure on-going training of staff with regards materials and equipment and licencing legislation

The Officers and Committee will ensure current Mandatory and Discretionary Requirements are met or exceeded, to include but not exhaustive

1. Display of up to date Club Licences
2. Section 94 Notice
3. No smoking signage
4. Age verification policy and signage
5. Written Fire Risk Assessment
6. Training Records
7. Refusal Book
8. Log Book – Noise / Incidents
9. Staff Authorisations – written / verbal
10. Display of Permits
11. Cleanliness of the Club and grounds
12. Good Neighbour policy

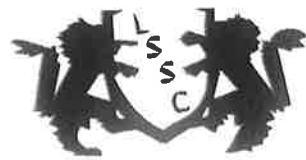
The premises consist generally of two areas a) The Member's Bar and b) The Paddock Suite (Second Bar) which are separated by an acoustic fire rated folding screen, the folding screen can be opened to allow the whole club to be used. Both areas have separate designated fire escape routes and disabled access, and are serviced by separate toilet facilities. Externally there is a seating area and car park to the front, and a sports pitch, seating area and car park to the rear.

The premises have an intruder and fire alarm system which is maintained by The Alarming Company, this system is on a fully monitored scheme with 24 hour call out to three club representatives.

In an aid to Antisocial Behaviour the front of the club is monitored by a CCTV camera, access from the front to the sports pitch is via a side access path through a gate which is padlocked when no staff are within the club, the sports pitch is fully enclosed with properties to three sides and a fence with padlocked gates to one side. The sports pitch will be closed to prevent Antisocial Behaviour, only being accessible for football training, football matches, functions and general club activities. Staff will receive instructions that any persons acting in a manner that could be deemed Antisocial should be asked to leave the premises, a report will be made to the Management Committee who will consider the incident and can impose a ban on any offender. Externally on the sports field there is a ban on drinks being in glasses, all drinks on the sports pitch will be in plastic or safety glasses.

Staff training and club polices restrict any sale of alcohol to members or customers who appear drunk.

15<sup>th</sup> July 2015



Staff training and club polices on sale of alcohol to persons under 18 in adopting a 'proof of age' scheme, the Officers and Committee will ensure the minimum policy for the premises is in force, and in order to have in place a more robust procedure we will adopt the 'Challenge 25 Policy', together with training, advertising and records



The Officers and Committee will adopt a 'drinkaware' policy including promoting [drinkaware.co.uk](http://drinkaware.co.uk) for the facts

The club provides ash trays within the smoking area and litter bins to both the front car park and the sports pitch, littering is discouraged and litter patrols by the Management Committee and staff ensure the premises and grounds are maintained litter free.

Historically the club has not had problems with Drug use and Under Age Drinking, our policy with staff training and awareness with regards these issues will continue to be resilient. There is a zero tolerance to Drug use and any offenders will be banned. Our staff are instructed to request 'proof of age' of any person who looks under age, as a members only club our records detail any junior members, within the Paddock Suite we operate a 'hand stamp' system that determines to staff who can purchase alcohol.

Fire Safety is governed with a fully operational fire alarm system and the provision of adequate and appropriate fire fighting equipment, fire exits and routes are clearly defined and marked, on-going staff training and awareness provides details of our fire safety policy. Inductions of new staff highlight our policies and procedures.

With regards to the protection of children from harm there is always a competent person on the premises when the club is open, the staff are trained to ensure our policy of use of gaming machines is restricted to adults, with the gaming machines located in full view of staff. The club runs a youth section football squad and all adults connected with any of the teams is CRB checked. Children under the age of 16 must be accompanied and supervised.

Noise disturbance from music is governed with the closure of windows during the event, and doors closed except for access / egress, outside music is restricted to daylight hours. Generally music is restricted to a 00.30 hours finish, with a request to have slower / quieter music for the last half hour. Members and customers are instructed by staff to leave the premises promptly and quietly upon closure. No bottles are emptied into the external bins in unsocial hours and all deliveries are kept out of unsocial hours.

The club operates an electronic entry card system, access through the front door is restricted.

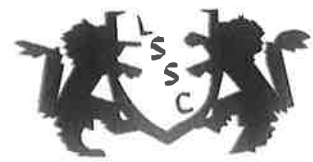
A Good Neighbours policy is in force at the club and the Management Committee ensures our neighbours in adjoining properties are fully respected with regards noise and nuisance.

The clubs operating schedule is to promote the four licencing objectives;

1. The prevention of crime and disorder
2. Public safety
3. The prevention of public nuisance
4. The protection of children from harm



15<sup>th</sup> July 2015



Component	Noise Management Plan – Measures in place / to be taken
<i>Internal music noise, film shows etc</i>	<p>Restriction on live and recorded music to 23.00 Monday – Thursday and Sunday, and 00.30 on Friday and Saturday, with the exception of any successful TEN application to a 02.00 close This is under the present Club Premises License).</p> <p>The pair of doors to the Paddock Suite bar to be kept shut from 22.30 midweek and from 23.00 on Friday and Saturday. The self-closing door to the corridor is not to be wedged open as it forms a natural sound barrier between the Paddock Suite and the single external door.</p> <p>Notices to be displayed in advance of late TEN events on A3 posters in the external display cabinet at the entrance to the front car park.</p> <p>Live and recorded music to be requested to have slower / quieter numbers for the last half hour of the event.</p>
<i>External music, film shows and fireworks etc</i>	Restriction on live and recorded music externally to cease at 21.30.
<i>Deliveries and collections</i>	Deliveries and collections to be Monday – Friday only between the hours of 08.00 and 18.00.
<i>Smoking shelters, external seating and eating areas</i>	<p>Promote a 'Smoke Free' policy</p> <p>The pair of doors to the Paddock Suite bar to be kept shut from 22.30 midweek and from 23.00 on Friday and Saturday to discourage patrons from smoking outside in this area.</p> <p>Signage to be put up in the smoking shelter and at the rear corridor door to the Paddock Suite to request smokers keep noise to a minimum</p> <p>Patrons to be requested not to use the external seating area after 22.30 midweek and from 23.00 Friday and Saturday</p>
<i>Customers and play areas</i>	Signage to be displayed to request patrons out of consideration to local residents to keep noise levels to a minimum when leaving the premises
<i>Customers and Car Parks</i>	<p>Gates to the playing field are to be kept locked when there is no planned event or match.</p> <p>Gates to the playing field are to be left open when there is a planned event to allow all patrons to leave the premises</p> <p>Patrons to be encouraged to leave cars parked at the club over night for collection the next morning when an event is held in the Paddock Suite to avoid late night vehicle movement</p> <p>Taxi's to be encouraged to use the front macadam car park and to try and avoid use of the rear gravel parking area</p>
<i>Refuse and recycling bins, barrels, bottles and stores</i>	Disposal of rubbish, bottles etc to the paladin bin within the front car park to be carried out between the hours of 08.00 and 19.30
<i>Skittle alleys</i>	Not applicable
<i>Equipment such as chillers, air con, extractors</i>	Regular maintenance and checks on the beer cellar roof mounted chiller (Note : Overhaul and replacement carried out June 2015)
<i>Complaints</i>	Keep accurate records of any complaint received from Wiltshire CC, the police, a neighbour or member of the public to ensure the nature of the complaint, date and time, and actions taken to deal with the complaint

Signed: Michael Collins – Secretary (under Club Premises License)

Date: 14<sup>th</sup> August 2015

Premises License Holder

This 'Noise Management Plan' is for Ludgershall Sports & Social Club under the Club Premises License, if a Premises License is granted it will be re-issued, signed and dated under the 'Premises License

Staff awareness relating to noise management issues and contents within this 'Noise Management Plan' is to be included in staff training and induction of new staff

The plan is to be reviewed by the Management Committee annually, and on each occasion a complaint is received

# LUDGERSHALL SPORTS & SOCIAL CLUB

## SIGNAGE ON DISPLAY

### FRONT CAR PARK



### EXIT DOORS FROM PADDOCK SUITE



### EXIT DOORS FROM CORRIDOR



### ADDITIONAL SIGNAGE WILL BE DISPLAYED EXTERNALLY DURING ANY EVENTS



10<sup>th</sup> AUGUST 2015

LUDGERSHALL SPORTS & SOCIAL CLUB

APPLICATION for a NEW PREMISES LICENSE

Running of Ludgershall Sports & Social Club under a Premises License

1. We will remain a Private Members Club, visitors and guests are only allowed in for functions, including Bingo (20.00 – 21.00) and Quiz (20.00 – 22.00) once a month
2. The current running and management of the Club by the Officers and Committee will remain in force
3. The current Rules and Health and Safety Policy of the Club will remain in force
4. The current opening hours under the Club Premises License remain the same under the Premises License with the exception of the ability to open prior to 21.00 on a Monday – Thursday, and remain open until 00.00 on a Monday – Thursday, and opening until 02.00 on twelve occasions a year. Currently, and envisaged for the future the club closes at 22.00 on a Monday – Thursday. The application and change is for flexibility.
5. Hiring of the Paddock Suite function room will cease at 00.30, as currently operated
6. Club / Paddock Suite 02.00 closure will be restricted to twelve times a year and will be used for Club functions where members are governed by the rules of the Club, and can be subject to suspension or expulsion if the Rules are contravened (over the past four years we have only closed at 02.00 on ten occasions)
7. Nothing in running the Club under a Premises License will change, it will be run as the club is now under a Club Premises License
8. The present Club Premises License will be surrendered if the Premises License is granted
9. We would wish the hearing to take into account written / verbal complaints to the police over the past five years
10. We would wish the hearing to take into account written / verbal complaints to Wiltshire CC Licensing and Environmental Health over the last five years
11. We would wish the hearing to take into account visits to the club by Wiltshire CC over the past five years (2 Number) and the Clubs actions on implementation of recommendations
12. The Club will actively follow our polices within the submitted 'Operating Schedule
13. The Club will actively follow our 'Challenge 25' and 'Drinkaware' polices
14. The Club will put into force recommendations made by Wiltshire Council Licensing Officer and Environmental Health Officer
15. We would wish the hearing to take into account our compliance with Licensing Laws and infringements over the last five years



**APPLICATION FOR A PREMISES LICENCE**

**REPRESENTATIONS**

The Officers, Committee, Members and Staff have been shocked at the receipt of 15 letters of Representation from our neighbours, but we take these very serious and will act on any of the suggestions that will improve the running of the facilities and our relationships. We have carried out a detailed analysis of all the Representations, and have identified the main areas of concern, our comments / actions and any positives contained in the Representations. (detailed later)

We have attached details of the locations of the Representations in relation to the position of the Club and Sports Field, both as a whole and the five closest Representations in relation to the front entrance / exit of the club. The rear exit is locked mid-week and generally only used on a Saturday (Mid week hire to Slimming World and Weightwatchers on a Monday and Wednesday until 20.00). The new Springfields development of houses (approx. 8 / 9 years old) are over a 100m from the Club House.

We have submitted a ‘Noise Management Policy’ to the Wiltshire Council Environmental Health which we have implemented under our Club License, and posted signage requesting our members and patrons to respect local residents, these will be maintained, monitored and improved under a Premises License if granted. A continuing dialogue with the Environmental Health Officer will aid the Club in its forward development

**We have noted none of the eight ‘Responsible Authorities’ have made any Representation, and Ludgershall Town Council have forwarded an email to the Licensing Officer stating they will support the new Premises License application.**

<b>Representation</b>	<b>Positive Extracts</b>
1	<b>‘The Social Club have been co-operative over this recurring problem’ (the problem is not members leaving but children climbing in to the premises)</b>
2	<b>‘Lived here since May 2008 and have had few occasions when they have had to make a formal complaint about noise or disturbance’ (This property is our closest neighbour, next door to the front car park)</b>
3	<b>‘The Committee already apply for special one off licenses which go beyond midnight which is bearable’</b>
4	<b>‘The Club status is at this point, I have no objections with the way it is running now, indeed it provides a great community objective’</b>
5	<b>5 Astor Crescent - None</b>
6	<b>‘Lived immediately next door to the club for the past 10 years with very little problem’ (This property is our closest neighbour, next door to the front car park)</b>



	<b>'At present not usually an issue as it is occasional and not too late'</b>
7	<b>'but not recently, which was much better'</b>
8	<b>'although not necessarily because of this club'</b>
9	<b>'With the current opening hours this is acceptable. We're happy to live near a Sports and Social club as the focus appeared to be on the community and being social'</b>
10	<b>'at the moment we accept the disturbance as we know it will stop around 11PM to 12 midnight'</b>
11	<b>'if you know it will end about 11.00 or 11.30 its sufferable' (43 Astor Crescent has No direct view to the Sports Field or the Paddock Suite, they are blocked off by the houses on the Springfield development</b>
12	<b>3 Springfields – None (House is over a 100m from the club house)</b>
13	<b>'Notes the value the Sports Club brings to the local community in terms of both sport and leisure</b>
14	<b>43 Astor Crescent – None (Has No direct view to the Sports Field or the Paddock Suite, they are blocked off by the houses on the Springfield development</b>
15	<b>9 Springfields – None (House is over a 100m from the club house)</b>
Email	<b>Ludgershall Town Council – support the application for a Premises License by Ludgershall Sports and Social Club</b>

As demonstrated above of the 15 Representations made 11 actually contain some positive comments on Ludgershall Sports and Social Club and how it is run.

Around the Clubs boundaries there are 87 properties (68 Nr. on Astor Crescent, 10 Nr. on Springfields and 9 Nr. on Tidworth Road), it is accepted by the Management Committee that 15 (17.25%) Representations need a thorough review which we have endeavoured to carry out and implement actions to remedy the concerns raised. The 4 (4.5%) Representations with no positive comments have not been ignored and actions implemented to address their concerns.

The Sports and Social Club has been in existence in Ludgershall since 1900, and have occupied the present land since 1938, the land for the Springfields development was sold off by the Club in 2005 and the extension (The Paddock Suite) was constructed. Our current Club License was granted in 2005 and we have been operating since then with very few issues raised by our neighbours, the police, Environmental Health or the Licensing Authority.

\* The Pair of doors that open from the Paddock Suite open facing this direction



\* CLUBHOUSE - 37 TIDWORTH ROAD

■ Representation Number



— Astor Crescent — Tidworth Road

The development of 10 houses 'Springfields' is built on Astor Cresce

Representations

1	22 Astor Crescent	9	53 Tidworth Road
2	39 Tidworth Road	10	11 Astor Crescent
3	3 Astor Crescent	11	47 Astor Crescent
4	1 Astor Crescent	12	3 Springfields
5	5 Astor Crescent	13	7 Spring Fields
6	2 Astor Crescent	14	43 Astor Crescent
7	10 Astor Crescent	15	9 Spring fields
8	36 Astor Crescent		

**LUDGERSHALL SPORTS & SOCIAL CLUB - APPLICATION FOR A PREMISES LICENSE**  
**THE PADDOCK SUITE**



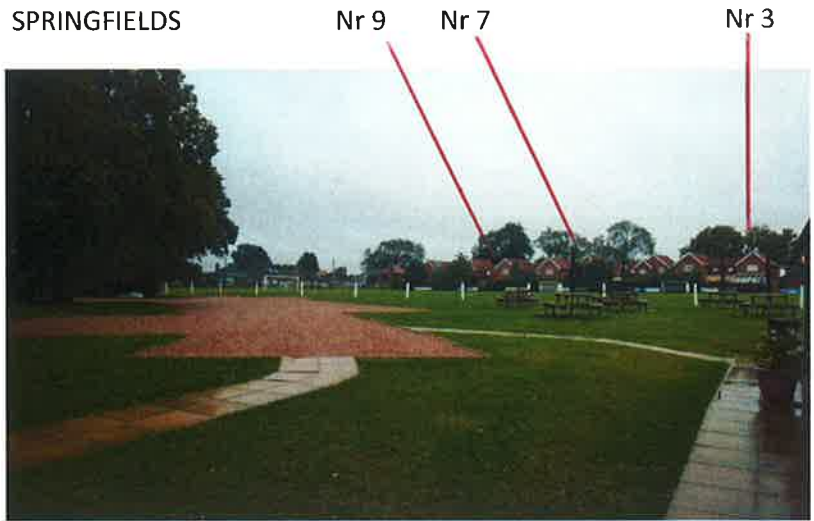
EXIT CORRIDOR

SNOOKER ROOM DOORS

FIRE ESCAPE DOORS PADDOCK SUITE

KITCHEN DOOR

**VIEW FROM FIRE ESCAPE DOORS TO PADDOCK SUITE TO 'SPRINGFIELDS'**



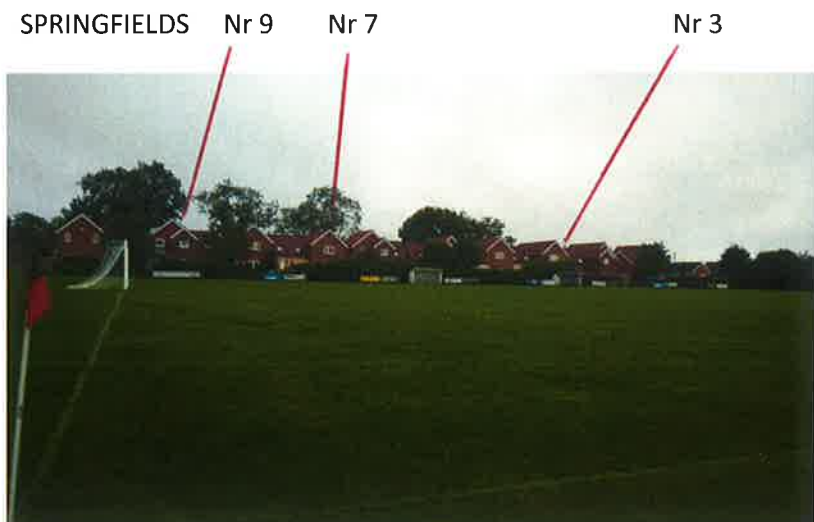
SPRINGFIELDS

Nr 9

Nr 7

Nr 3

**VIEW FROM GATES TO 'SPRINGFIELDS'**



SPRINGFIELDS

Nr 9

Nr 7

Nr 3

**VIEW FROM PADDOCK SUITE TO 'SPRINGFIELDS'**

**SPRINGFIELDS Nr. 10**



**Nr. 1**

**VIEW FROM Nr. 3 TO CLUBHOUSE**



**VIEW FROM Nr. 7 TO CLUBHOUSE**



**VIEW FROM Nr. 9 TO CLUB HOUSE**



VIEW FROM PADDOCK SUITE TO GATES ON ASTOR CRESCENT

ASTOR CRESCENT      Nr. 1      Nr. 3      Nr. 5



REAR GATES      ASTOR CRESCENT

Nr. 1      Nr. 3      Nr. 5



FRONT CAR PARK - Nr.2 ASTOR CRESCENT



\* Club - 37 Astar Crescent



- Representations - Houses immediately adjacent club
- 2 Astar Crescent
  - 10 Astar Crescent
  - 36 Astar Crescent
  - 39 Tidworth Road
  - 53 Tidworth Road

\* Springfields Development  
120m across  
Sports Field  
Sports Field  
Sports Field

Area for application  
without  
Ludgershall Sports  
Club  
from  
Paddock  
Suite

SPORTS  
FIELD

DOOR OPEN  
THIS WAY

PADDOCK  
SUITE



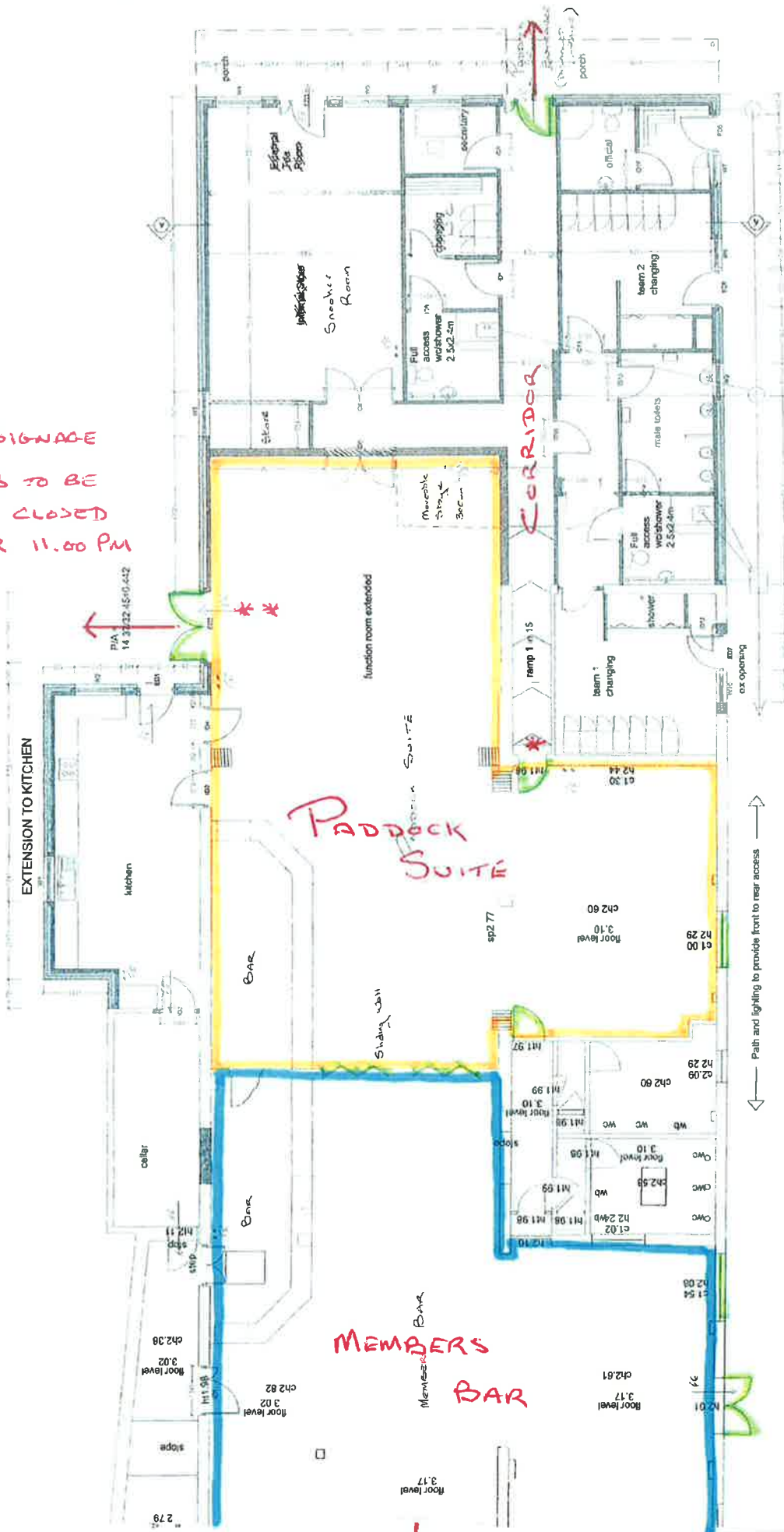
sherlock boswell architecture  
100% SHC

Sketch 003

Ludgershall Sports & Social Club  
394 Tidworth Road  
Ludgershall  
SP14 9QE

# SPORTS FIELD

\*\* SIGNAGE  
DOORS TO BE  
KEPT CLOSED  
AFTER 11.00 PM



sherlockboswell architecture

14 3822 AS-D-042

0453 111

\* DOOR ON  
SELF CLOSER  
NEVER LEFT  
OPEN

FE → CASE EXIT  
• FE FIRE ENTRANCES



LUDGERSHALL SPORTS & SOCIAL CLUB

APPLICATION for a NEW PREMISES LICENSE

**APPLICATION REVISED 21st JULY**

LUDGERSHALL SPORTS & SOCIAL CLUB

COMMENTS / ACTIONS

Any Positives in the Representation

Concerns

Date

Name

Address

Representation Letter

**Revised to New**

22 Astor Crescent

Mr & Mrs Rattue

19th July

- a Husband gets up for work at 5:30AM
- b Shouting, Car Doors Slamming, Beeping Horns, Noise of cars on gravel
- c Doors at rear left open - music can be quite loud
- d People locked in car park and have used their garage roof as a means of egress

See proposed Noise Management Plan and Notices

See proposed Noise Management Plan and Notices

Gates are not locked after a function over the week-end, the problem is not people leaving the club premises it is children climbing into the premises to play on the sports pitch, we endeavour to ensure the nets and moveable goal posts are removed at the end of matches to discourage these children

**Comment by Mr and Mrs Rattue 'The Social Club have been co-operative over this recurring problem'**

**2 (Original) & Revised to New Premises Application**

39 Tidworth Road

Mr & Mrs Perry

17th July

- a Regularity after midnight at week-ends disturbed by noise, light pollution, foul language and car doors slamming
- b Disturbed by soldiers leaving the public house
- c Extending midweek opening until midnight, and extensions
- d Signage to request club members and guests to respect the neighbours
- e **Suggestions added to new Representation - Items 1 - 7**

Disturbed by soldiers leaving the public house (Not part of our License Application and not our patons)

**Comment by Mr and Mrs Perry** Lived here since May 2008 and have had few occasions when they have had to make a formal complaint about noise or disturbance

Not part of our License Application and not our patons

We have successfully applied for TEN extensions over the past 4 years with 'No Refusals' and 'No Complaints'

Signs have been laminated and put up notwithstanding this application

See proposed Noise Management Plan and Notices

**Comment by Mr and Mrs Perry ' The Committee already apply for special one off licenses which go beyond midnight which is bearable'**

**3 (Original) & Revised to New**

3 Astor Crescent

Mrs Smith

23rd July

- a Disturbance by cars and their lights as they leave the club
- b Know at present the noise will cease at 12.00, unreasonable to extend to 02.00

See proposed Noise Management Plan and Notices

**4 (Original) & Revised to New Premises Application**

c. **Suggestions added to new Representation - 'Keep the current licensing and music playing hours as it is'**

1 Astor Crescent  
Mrs Gardner  
24th July  
a. Noise from gravel drive and parking area

*This is the proposal in our application with the exception of the flexibility to open earlier and until 00.00 midweek (we usually close at 22.00 as we have no customers) and the option of 12 opening days until 02.00, which as our history demonstrates will be less than 4*

*Whilst annoying they accept this during the times used at the moment (our club license has opening hours upto 00.30 on a Friday and Saturday which we have applied to keep with a limit on 02.00 opening)*

b. Having to deal with Police etc in the early hours

*When was the last time in the past 4 years*

*At the Club status is at this point Mrs Gardner has no objections with the way it is running now, indeed it provides a great communal objective'*

c. 1.2 times a year for a 00.20 opening does not necessarily mean one a month, the duration of these 1.2 sessions could be one after another

*Look at the past 4 years of TEN applications to see the frequency that we have opened after 00.30*

d. Continuing outside music after 21.30 under the umbrella of the music license changes that came into effect in April which allows outside music until 23.00

*Historically the club has outside music once a year from 14.00 - 20.00 at our 'Party on the Pitch event*

**5 (Original)**

5 Astor Crescent  
Miss Goss  
23rd July  
a. Party overspill onto the Sports field when the weather is fine, this noise and the thumping noise of the music

*See proposed Noise Management Plan and Notices*

b. Does not read the Salisbury Journal and the small blue notice on the fence is not a reliable way for people to be informed

*We did not advertise in the Salisbury Journal, **Informed by a neighbour We followed Licensing Authority regulations and guidance in the formulation of our application***

**6 (Original)**

2 Astor Crescent  
Mrs Bulloch  
23rd July  
a. Change of hours will impact of negatively on family life

*Comment by Mrs Bulloch. Lived immediately next door to the club for the past 10 years with very little problem*

Comment by Mrs Bulloch At present not usually an issue as it is occasional and not too late

As previous history the 02.00 opening will generally be the same as in the previous 4 years which Mrs Bulloch states is not an issue Not part of our License Application and not our patrons

Comment by Mr and Mrs Sprigg 'but not recently, which was much better'

Informed by a neighbour

Comment by Mrs Walker ' (although not necessarily because of this club)

Problems are associated with other establishments not Ludgershall Sports and Social Club

Comment by Mr and Mrs Cleeton With the current opening hours this is acceptable. We were happy to live near a Sports and Social club as the focus appeared to be on the community and being social

There is minimal change to the present opening hours with a restriction on the 02.00 opening being monitored by the Licensing Authority

Comment by Mrs Winterbourne ' At the moment we accept the disturbance as we know it will stop around 11PM to 12 Midnight'

See proposed Noise Management Plan and Notices

- b Being woken at 2.00 would be unacceptable
- c The Crown in the village has extended opening hours and patrons leaving in the early hours of the morning are very noisy and often leave litter

a Car Park at the end of their garden, pensioners with a few health problems and have been kept awake in the past by late parties

- a Noise until the early hours especially in the summer when the club opens it's doors and windows, and cranks up the volume of the sound system
- b Club primarily there to serve drink, and with the longer licensing hours concerned this will lead to increased drunkenness

c Associated problems with anti-social behaviour and vandalism, this has already caused problems in the village

- a Assume noise restrictions would mean they are unable to have live bands or music playing during these late hours
- b Increased amount of noise from customers, especially on their way home

a Doors, patio doors and windows are opened and people spill out onto the patio area and field making a noise, sound of music can be heard extremely clearly

24th July

Mr & Mrs Sprigg

10 Astor Crescent

7 (Original)

25th July

Mrs Walker

36 Astor Crescent

8 (Original)

Not Dated

Mr & Mrs Cleeton

53 Tidworth Road

9

4th August

Mrs Winterbourne

11 Astor Crescent

10

*See proposed Noise Management Plan and Notices*

*There are no parking restrictions on Astor Crescent and very few of our patrons park there as most of them walk to the club, Mr Wilkins The planning application for the old Garden Centre is not part of our License Application*

*Comment by Mr Wilkins ' if you know it will end about 11.00 or 11.30 it's sufferable*

b Noise from cars leaving gravel drive, slamming of car doors, rewving of engines

4th August a Cars from the club park on the street in Astor Crescent in front of peoples houses

b Not forgetting this is the same street where it is proposed to build on the old Garden Centre land so you will have people walking up that road as well

7th August a **Suggestions** - Nil as I have no faith anything that they put in place will be policed or adhered to

b **Prevention of harm to children**  
b1 Arguments and shouting raging - intoxicated adults allow their anger to be directed toward the children

*Springfield properties back on to the Sports Pitch they are over 100m away from the Paddock Suite, it is extremely unlikely any of our patrons would venture across the field as the exit is in the opposite direction*

b2 Noise has woken up or kept awake his children aged 2 & 5

c **TO Prevent Public Nuisance**  
c1 Noise and having to shut his windows, including patrons in conversation or arguments

*See proposed Noise Management Plan and Notices*

c2 Even though the club has a current license these are generally abused as music is often heard beyond these times

*There have been no reportable instances to the Environmental Health or Police in the last 4 years*

d **To prevent crime and disorder**  
d1 **Numerous** incidents where arguments have taken place outside the club, that he was about to call the police : Mr Marriott states he is a serving Police Officer

*They have lived in Springfield since January 2015 - 7 Months - what quantity is numerous*

11

47 Astor Crescent

Mr Wilkins

4th August

12

3 Springfields

Mr Marriot

7th August

- d2 Intervention when children from a private party were swinging on a neighbours fence
- d3 Change from members only to allow entrance to anyone is effectively the same as opening a pub with increased ASB

*The incident actually was children climbing on small tress within the boundary of the Club*

*The club will remain a member's only club the New Premises License is for flexibility in early opening, and use of the Paddock Suite without application of a TEN on every occasion*

**e Public Safety**

Serving Police Officer with a variable shift pattern, noise from the club keeps him awake and his judgement and decision making **could** be affected

**f Separate Note**

- f1 Would seriously consider if Astor Crescent is a suitable road to bring up his children
- f2 The variation if granted would seriously affect the value of properties surrounding the club
- f3 Like situating a late night music club in the centre of a quiet residential street

*Relatively nothing is changing from when Mr and Mrs Marriott bought the property in January 2015*

*As the Club is fundamentally not changing what impact does this cause*

*The opening hours at night are not changing from what we operate under our 'Club License' at present. The only material change is earlier opening hours before 7Pm on a Monday - Thursday, and the option of opening until 02.00 on 12 occasions a year (see past history of late licenses)*

**f4**

Impact it has had on them as a family even though they have only lived there since January 2015 - caused Mr Marriott, his wife and children sleepless nights

- f5 Speaking with neighbours only confirms these facts, how much the club affects those who live in the vicinity

*The Club has been on Astor Crescent since 1938, it was there in January 2015 when Mr Marriott bought 3 Springfields*

- a Significant concerns extension of hours for sale of alcohol and playing recorded and live music will have a detrimental impact on us and cause unreasonable disruption and nuisance
- b Proposed new license arrangements would place no limit on the number of functions that could be held within these extended opening hours

*Incorrect - the opening hours are generally inline with the existing at week ends, with the exception of the limited number of 12 extensions until 02.00 (which historically will be 3 per year*

**Suggestions**

- c Keep hours as stated on the Website

*Hours on the Website are a guidance to our staff to close early if we have no customers, they are less than the allowance on the Club Premises License*

- d Retaining the limit on the number of functions being held each year to 12

*This is what our Amended (Email 27th July) application states*

- e Direct notification to local residents on planned functions and events that would cause potential disruption

*We believe this is a good suggestion and will endeavour to implement but the number of residential deliveries could make this impractical (how far would we go), we will put up notices in the notice board at the front of the club - A3 size in colour  
See proposed Noise Management Plan and Notices*

- f Music & Noise prevention generally as the letter of Representation

*See proposed Noise Management Plan and Notices*

- a The noise will interrupt childrens sleep patterns
- b The noise level from this club under their present License can be horrendous, letting the noise go on until 02.00 is going to cause trouble

*The opening hours at night are not changing from what we operate under our 'Club License' at present.  
The only material change is earlier opening hours before 7Pm on a Monday - Thursday, and the option of opening until 02.00 on 12 occasions a year (see past history of late licenses)*

- c Damage to cars in Astor Crescent that night of their all day Picnic on the Pitch event was coincidental 'but I have my doubts'
- d Increase in noise & general rowdiness will put public safety at risk

*There was no complaint received by the Club with regards damage to cars, we don't know if the damage was reported to the police, but again the Club has heard nothing from the police with regards this matter*  
 See proposed Noise Management Plan and Notices

**Suggestions**

They should withdraw their application

**15** 9 Springfield T D Millett 17th August a Children leave the club and amuse themselves outside on the Sports field, parents appear to think because it is fenced it must be a safe area, children are playing outside until midnight

*The Club will still operate as a 'Members Only' club running under the governance of our 'Rules' and under the auspice of the Management Committee. Children must be accompanied and supervised at all times. We cannot recall any occasions Mr Millett is referring to could he please provide specific instances*

- b On occasion toddlers have wandered on to Astor Crescent with no supervision and have been at risk late at night from numerous hazards not least of all passing traffic

*The gates on to Astor Crescent are 80m away from the doors to the Paddock Suite, when children go on to the Sports Field it is at the opposite end, could Mr. Millett provide specific instances*

- c Screaming (toddlers) yelling and shouting above the sound of the music flowing out of the S&SC
- d Children producing a football or two, and enjoy trying to score goals in the dark when residents have gone to bed

*If this is correct the music must be at a reasonable level*  
*Children must be accompanied and supervised at all times, the children use the goals at the opposite end to Mr. Millett's property and only in daylight*

- e As the evening continues so the volume of music increases, this then leads to those outside smoking etc. increasing the volume of shouting, arguing and swearing to be heard above the music
- f The bad language can easily be heard by families with young children in their gardens during the summer months, or even in bedrooms
- g Drunks fighting and swearing their way along Astor Crescent as they depart the S&SC
- Suggestions**
- h Strongly recommended that the S&SC provide a full Air-conditioning package and operate this system in conjunction with a 'Closed Doors & Windows' policy from a given point in time such as 22.30 when music is played at volume
- i Strongly recommended that the S&SC investigate and source a Volume/Noise Limiter

*If this is correct the music must be at a reasonable level, anti social behaviour is dealt with within our Club rules, there has been no instances in the last four years to take action under our rules*

*See proposed Noise Management Plan and Notices*

*We operate a Drinksaware Policy, the main exit from the Club is on to Tidworth Road not Astor Crescent, which cannot be seen from Nr 9 Springfields, there has been no instances of fighting in the last four years*

*At the last committee meeting on Tuesday 11th August (before this representation was received) the committee agreed to get quotations on installing ceiling fans. An Air Conditioning system is not viable at the present time We have been in discussions with the Environmental Health department, and will follow their advise that one is not required at present*

**16** Ludgershall Town Council  
17th August

*This has been applied as an Amendment to our application*

Closure at 02.00 on Friday/Saturday is limited to 12 times per year, otherwise normal Friday/Saturday closure will be 00.30. Outside music/entertainment will cease at 21.30. A noise limiting system being installed within the premises

**16** Ludgershall Town Council  
17th August

*This has been applied as an Amendment to our application We have been in discussions with the Environmental Health department, and will follow their advise that one is not required at present*



*These are already being displayed  
under our Club License*

The Club to display a sign asking  
customers to respect nearby residential  
properties as they leave the Club.

# **POLITE NOTICE**

**OUT OF CONSIDERATION TO LOCAL  
RESIDENTS CUSTOMERS ARE  
REQUESTED TO KEEP NOISE  
LEVELS TO A MINIMUM UPON  
LEAVING THE PREMISES**

**Thank You**

**PLEASE KEEP SHUT**  
**AFTER 11.30PM**

**OUT OF CONSIDERATION TO LOCAL  
RESIDENTS**

**PLEASE KEEP THESE DOORS  
CLOSED AFTER 11.30PM**

**Thank You**



## Adopting Challenge 25

The Licensing Act 2003 introduced mandatory conditions on every alcohol licence, including one that requires all premises to have a policy in place in order to prevent underage sales.

While there is a minimum policy for premises to adopt, they are able to go further in order to ensure that they have the most robust procedure in place should they choose. This guide has been produced to support retailers wishing to adopt the Challenge 25 policy, which has been developed by the Retail of Alcohol Standards Group to support the effort to eradicate underage sales.

### Why Challenge 25?

Since the introduction of Challenge 25 (previously Challenge 21) the number of underage sales has significantly declined. In 2012 *Serve Legal* reported that the test purchase pass rate had risen from 55% in 2007 to 76% now<sup>1</sup>. Further to this, the Department of Health report into Drinking, Smoking and Drug Use among young people show the number of young people purchasing alcohol continues to decline<sup>2</sup>. This is because the increased threshold of challenging 25yr olds, along with the training involved in the scheme, has meant better awareness of frontline staff leading to fewer mistakes and ultimately fewer underage sales.

### How do you adopt Challenge 25?

Challenge 25 simply requires that every person buying an age restricted product such as alcohol, who looks under the age of 25, is challenged to produce a valid ID. In order to adopt Challenge 25, organisations are recommended to consider the following:

- **Training** – It is important to have programmes in place to regularly train staff about the Challenge 25 scheme. Including who to challenge and how. This will help to ensure that staff are confident in making challenges and that the policy is consistently applied in store. It's also useful to keep training records to ensure staff have their training refreshed regularly;
- **Advertise** - Display the posters in prominent places in the store to advertise your proof of age policy. This helps not only to deter potential underage customers, but will also act as a back up to staff members who make challenges;
- **Support staff** – Challenge 25 only works if the staff have confidence that the decisions they make will not be undermined. It is therefore important to ensure that difficult decisions staff have made are not challenged and overturned;
- **Keep records** – It is useful to keep records of all failed attempts to buy alcohol of those without ID who look under 25, this could help with police or trading standards operations ;
- **Be clear about what ID is acceptable** – There are hundreds of forms of ID that are used in the UK. The standard Challenge 25 scheme suggests accepting Passports, Driver's Licences and PASS approved cards. While individual premises can accept anything with the law (ID that includes a hologram, name, date of birth and photo) it is important to make a decisions about what you will accept and publicise this clearly;

<sup>1</sup> *Serve Legal* and Plymouth University, *Checked out: the role of ID checks in controlling underage drinking, June 2012*

<sup>2</sup> *Smoking, drinking and drug use among young people in England in 2010, Department of Health*



- **Be aware of fake ID** – The Home Office has produced guidance for retailers to help them understand how to spot fake ID. It will be important to ensure staff are trained about the types of ID that are acceptable and how to look out for fakes.

#### **What are the penalties for underage sales?**

There are significant penalties for selling alcohol to a person under the age of 18 for both staff and retailers. These include:

- A fine of up to £5000 if a member of staff makes an underage sale unless they can show they have taken all measures including asking for identification that would convince a reasonable person that they were over 18;
- A fine of up to £20,000 for a premises that persistently sells to people underage, defined as happening on 2 or more occasions in a 3 month period;
- Closure orders for a maximum of 14 days following persistent underage sales;
- A fine of up to £5,000 for proxy sales, where a person purchases alcohol on behalf of a minor.

#### **Is there any further useful information?**

For further information about Challenge 25, including all designs for posters, badges and shelf sliders which are available to download for free, visit: <http://www.wsta.co.uk/challenge-25.html>

#### **Home Office Guidance on Fake ID is available here:**

<http://www.acs.org.uk/download.cfm?docid=E54882AF-BC74-4B14-B26F1A5E199C1D08>

**Home Office Guidance on the Licensing Act 2003 and Police Reform and Social Responsibility Act is available here:** <http://www.homeoffice.gov.uk/publications/alcohol-drugs/alcohol/guidance-section-182-licensing?view=Binary>

**Community Alcohol Partnerships** - Community Alcohol Partnerships aims to tackle public underage drinking through co-operation between alcohol retailers and local stakeholders, such as Trading Standards, police, local authority licensing teams, schools and health networks.

CAP addresses both the demand and supply side of underage drinking through enforcement, education and public perception. Chaired by Baroness Newlove, there are now over 35 CAPs in operation across the UK. For more information go to [www.communityalcoholpartnerships.co.uk](http://www.communityalcoholpartnerships.co.uk)

**The Proof of Age Standards Scheme (PASS)** - PASS is the UK's national proof of age accreditation scheme, endorsed by the Home Office, the Association of Chief Police Officers (ACPO), the Security Industry Authority (SIA) and the Trading Standards Institute (TSI).

PASS sets and maintains minimum criteria for proof of age card issuers to meet. All cards schemes are required to submit to periodic audits carried out by an independent audit team appointed by the Trading Standards Institute (TSI) to ensure that they meet and keep the standards required for PASS accreditation. For more information go to <http://www.pass-scheme.org.uk/>

# **CHALLENGE 25**



**OVER 18 BUT LOOK UNDER 25 – PLEASE PRODUCE AN  
ACCEPTABLE PHOTOGRAPHIC ID UPON REQUEST**



## Ludgershall Sports and Social Club Rules

### Name, Office and objects of the society

1. The society is a working men's club, and shall be called the Ludgershall Sports and Social Club (hereinafter called "the club"). Its registered office shall be 37 Tidworth road, Ludgershall, Andover, Hants, SP11 9QE or such other place as a special general meeting may determine. Notice of any change of address in the registered office shall be sent by the secretary to the registrar of the friendly societies with 14 days in the form provided by the treasury regulations. The objects of the club are to afford to its means of social intercourse, mutual helpfulness, mental and moral improvement and rational recreation.

### Admission of Members

2. A candidate for election must be proposed and seconded by two financial members, able from personal knowledge to vouch for their respectability and fitness to be a member, and must sign such (if any) declaration of their concurrence with, and adherence to the purpose of the club as shall be required by the committee. An entrance fee in force must be paid by the candidate on nomination, to be returned in the event of not being elected. The election shall be by the committee, and no candidate shall be elected who is under 18 years of age. The name, address and occupation of the candidate, with the name of the proposer and seconder, shall be prominently displayed in the club premises in a part frequented by the members for at least 7 days before the day on which their name is submitted for election.

### Subscriptions

3. Every member shall pay to the funds a subscription which shall become due as soon as they are elected to membership and may not be paid until they are elected. The subscription must be paid before the member is entitled to any privileges in the club. The rate of subscription shall be that in force to be paid by January 31 every year.

Any member who has not paid their subscription 28 days after it has become due shall be considered in arrear, and if not paid within 28 days thereafter they shall cease to be members.

No member in arrear shall be permitted to use the club, or be considered a financial member for the purposes of these rules.

The committee, on receiving that any member is unable to pay their subscription owing to want of work or other good cause, may at its discretion, excuse payment of such member's subscription for such period as they think fit and the member shall not forfeit the privileges of membership.

#### Notifying change of address

4. The committee shall keep upon the club premises a register of the names and addresses of the members. Every member shall, within 14 days give notice to the secretary of any change of address. The name of those who cease to be members shall be removed from the register.

#### Cessation of membership

5. Members shall cease to be members:
  - (a) By non payment of subscription. Any person whose membership ceased from this cause shall not again be nominated for membership unless they pay all arrears at the time of them ceasing to be members, and such other additional fee as the committee may in its determine.
  - (b) By expulsion.
  - (c) By resignation.
  - (d) By death.

#### Membership of the union

6. The trustees may hold a fully paid share or shares in the working men's club and institute union limited hereinafter to as "the union" in order that each member of the club may be entitled to all the privileges of the union, subject to its rules. If the trustees hold such share or shares a person on becoming a member of the



club shall be supplied with an associate card on payment of such sums as shall be the prevailing rate charged by the union and with a pass card from time to time for any period for which they have paid their subscription, on payment at the prevailing rate charged by the union.

#### Admission of Associates

7. So long as the trustees shall hold a share in the union, all associates of the union shall be subject to the following provisions of this rule be admitted to the club premises, and intoxicating liquor may be sold to them by and on behalf of the club for consumption on the premises. An associate before being admitted to the club must produce their subscription card (showing that their subscription to their club has been paid), the associate card of the union, and the current pass card issued by the union, and must write their name and that of their club in the union associate book for that purpose. The door keeper or other appointed official shall compare the signature in the book with that on the card, and on being satisfied that the signatures correspond shall admit the associate.

Associates shall have the same rights and privileges to the same rules and by-laws as ordinary members except that they must not vote at any meeting of the club, take books out of the library, or take intoxicating liquor for consumption off the premises. The committee may refuse admission as they see fit in the interest of the club. Notice of such limitations shall be sent to the general secretary of the union.

No associates shall be admitted to the club unless their subscription shall have been paid in advance for that month in which they seek admission to the club.

#### General Meetings

##### Ordinary Meetings

8. (i) Ordinary general meetings shall be held on dates to be fixed by the committee. One of these meetings shall be the Annual general meeting. At least 7 days notice of every ordinary general meeting, with a copy of the agenda, shall be posted in the club. The business of each ordinary general meeting shall be to receive the account or accounts and the balance sheet, as audited, and the

report of the auditor on the revenue account or accounts and the balance sheet and to consider such other business as may be submitted by the committee or any motion to be proposed by a member of which at least 5 days notice has been given to the secretary in writing. On receipt of such notice the secretary shall add it to the agenda posted in the club. At the annual general meeting a report for the year shall be presented by the committee.

The auditor shall be entitled to attend any general meeting of club and to receive all notices of communication relating to any general meeting which any member of the club is entitled to receive and be heard at any meeting which he attends on any part of the business of the meeting which concerns him as auditor.

#### Special Meetings

(ii) A special meeting shall be called by the secretary in the following cases:

(a) Upon the direction of the committee, and in accordance with such direction.

(b) On a requisition signed by  $\frac{1}{5}$  of the total number of members entitled to attend and vote at a general meeting or 30 such members, whichever is the less, stating the special object thereof. Such meeting shall be held within not less than 14 and no more than 21 days from the date of receipt by the secretary of the requisition.

#### Notice to be given

(iii) Notice of any special meeting, and of the object for which it is called, shall be posted by the secretary in the club at least 10 days prior to the date of the meeting. Should the secretary not convene a special meeting in a manner required hereby within 10 clear days after a duly signed requisition has been delivered to the secretary, any of the requisitionists may call a meeting, giving such notice as is provided by this rule.

#### Business

(iv) No other business than that named in the notice shall be brought before a special meeting.

(v) A general meeting may proceed to business if 10 members are present within an hour after the time fixed for the meeting, otherwise the meeting, if convened on the requisition of the members, shall be dissolved, but if the meeting

convened by the committee, it shall stand adjourned to the week following, at the same time and the meeting so adjourned may proceed to business whatever the number present. No meeting shall become incompetent to transact business from the want of a quorum arising after the chair has been taken.

#### Adjournment

(vi) Any general meeting duly constituted may adjourn to such time as the members present direct and may continue to such adjournment from time to time. No business shall be brought on at any adjourned meeting which could not have been transacted at the original meeting.

#### Voting

(vii) Each financial member present shall be entitled to one vote on each motion. In the event of a tie the Chair will have a casting vote.

#### Officers

9. (i) The club shall have the following officers: 3 trustees, a President, Treasurer, Secretary and a minimum of 6 and up to 12 committee members. The Trustees shall be appointed only at a general meeting by a resolution of a majority of the members present and entitled to vote thereat, and shall remain in office during the pleasure of the club. The Secretary shall be elected by ballot and shall remain in office during the pleasure of the club. The President, Treasurer and the 6-12 committee members shall be elected by ballot at the elections following the annual general meeting and shall remain in office for a period of 1 year.
- (ii) Any of the officers shall be removable at any time provided 2/3 of the members present at a special meeting called for that purpose vote in favour of such removal.
- (iii) In the event of a vacancy arising amongst the officers (other than the trustees), by death, resignation or other cause, the vacancy shall be filled, the committee having the power to appoint a member to fill the vacancy until the next annual general meeting. Any officer shall vacate their office if suspended from membership under rule 24 or upon ceasing membership from any cause.

Any change in the office of secretary must be notified by the president or secretary within 28 days to the Licensing Authority.

(iv) In case any trustee being removed shall refuse or neglect to assign or transfer any property of the club as the committee shall direct, they shall (if they are members) be expelled from the club, and shall cease to have claim on the club on account of any contributions paid by them, without prejudice to any liability to prosecution which may have incurred.

(v) Notice of any resolution appointing a trustee shall be sent by the secretary to the registrar of friendly societies within 14 days, in the form provided by the treasury regulations.

(vi) The officers of the club shall receive such honorarium, if any, or in the case of the secretary, such salary, as the committee or a general meeting may from time to time determine. Every officer dealing with club moneys shall be insured with a recognised guarantee society for the due performance of their duties in such sum as the committee or general meeting of the members determine.

### Committee

#### Powers of the committee

10.(i) The managing committee shall consist of the 3 trustees, president, secretary, treasurer and the 6-12 committee, all of whom shall be 18 years of age or older. The committee shall control the management of the club, and shall have exclusive power to engage or dismiss a steward or other servants. It shall have exclusive power to purchase articles and do all such things as it may deem necessary for the carrying out of the objects of the club. It shall have due regards to any resolution or any general meeting, but shall not be bound to give effect to the same if in its judgement such action would be injurious of the club. Nothing in the rules shall enable the committee to declare any dividend or monetary grants to members, or to apply the club funds, except for the purposes of the club itself, and for the purposes specified in rule 19. It shall meet once a month for general business and not less than 1/3 of the total number of the committee shall form a quorum. No resolution of the committee shall be rescinded unless notice to rescind has been given at the previous meeting of the committee.

### Retirement, Vacation or Cessation of Membership

(ii) Any committeeperson not attending for 3 consecutive meetings shall, unless he sends an explanation which the committee consider satisfactory, cease to be on the committee. Any committeeperson or officer who shall cease to be a financial member, or who is suspended under rule 24, or who shall cease membership of the club by any reason shall vacate their seat. Any vacancy so occurring, or by other cause shall be filled by the committee, or in such other manner as the committee may decide. The senior the committeeperson, which shall mean all of the committee who were elected before the date of the last election, shall retire at the elections held after the annual general meeting, but shall be eligible for re-election. Any member selected to fill a casual vacancy shall hold office for the unexpired period for which their predecessor was elected. Where this rule does not apply, the retiring committeeperson shall be selected by the committee by ballot.

### Removal or Resignation

(iii) The committee, or any member or members thereof, may be removed by the votes of 2/3 of the members present at a special meeting called for that purpose. In the event of the removal or the resignation of the whole or the majority of the committee, the secretary shall obtain nominations, and appoint scrutineers for holding a ballot. 3 days shall be allowed for nominations and the ballot shall be held on 3 successive days within the following 7 days. The results shall be declared by the scrutineers by notice posted in the club.

### Finance Committee

11. The committee shall at the first meeting following each election, select a sub-committee, to be called the Finance Committee. It shall consist of 3 of the committee and any other officers who may be appointed by the committee. It shall be the duty of the Finance Committee to take record of the stock of goods held on the first convenient day in each month, either by themselves or by an agent duly appointed by the managing committee for that purpose, check all demands for payment with the order book, and with the delivery of notes and invoices, and to report to the whole committee whether such stock vouches the correctness of the returns made by the steward, and whether the demands are

in good order and correct. It shall see that vouchers are produced by the secretary for all payments made by the secretary or by order of the committee, and it shall report at each committee meeting whether the secretary's cash book has been duly made up, and that the amount there shows as outstanding to the credit of the club appears also in the treasurer's book or books, and in the bank statement relating to the clubs current drawing account. These books, duly made up to date, shall be laid upon the table at each committee meeting. The proceedings of the Finance Committee shall be recorded by the secretary in a minute book kept for that purpose. All cheques drawn upon the clubs account shall be signed by at least 1 member of the Finance Committee and the secretary.

The Finance Committee shall have the power to give orders for such goods to be supplied as may be necessary for carrying out the purposes of the club, but nothing in the rules shall empower the committee to incur, except such as is consistent with the purposes for which the club is established.

#### Orders

12. No officer or committee person of the club shall by virtue of their appointment, have power to order goods or dispose of funds of the club. No goods or labour shall be supplied, nor any contract entered into for work to be done for the club, nor any officer of salary, profit or remunerations, held by any member of the committee, nor shall any honoraria be paid to any of the committee unless authorised by a general meeting.

#### Liability of Trustees

13. All the property of the club shall be vested in the trustees representing and acting for the whole of the members of the club. No personal liability shall attach to any trustee, except to the extent of such funds of the club as may be actually received by the trustee.

#### President

14. The president or in their absence an elected chairperson shall take the chair at all general meetings and managing meetings of the club, and in the event of

equality of voting management committee meeting shall have an additional or casting vote.

#### Treasurer

15. The treasurer shall pay all moneys received by the club from any source whatever, without any deduction for any purpose whatever, to the credit of an account opened in the name of the club at such bank and in such manner as the committee may direct, and further shall keep such accounts and pay such debts of the club as the committee shall direct, and shall, when required to do so, render to the committee, or a general meeting, an account of any moneys received and expended by the treasurer.

#### Secretary

16. The secretary shall be the executive officer of the club. He shall keep upon the club premises a register of the names and addresses of the club members and a subscription book, in which shall be recorded the payments of such members. The secretary shall carry out the directions of the managing committee, and subject to such direction, shall receive moneys on account of the club, and pay them to the treasurer, and keep such accounts as the managing committee direct. The secretary shall attend general meeting and, managing committee and finance committee or any other sub-committee meetings if so directed, take minutes of the proceedings, prepare accounts and balance sheets, and submit them to the auditor.

The secretary shall ensure that the club premises certificate, or a certified copy thereof, is kept at the club premises in the custody, or under the control of the person nominated for the purpose of Section 94(2) of the Licensing Act 2003, who may be the secretary, or a club member, or a club employee nominated by the secretary in writing. The nominated person shall be identified in writing to the Licensing Authority by the secretary, and shall ensure that the summary of the certificate issued by the Licensing Authority, or a certified copy thereof, and a notice specifying the position he holds at the premises are prominently displayed at the club premises.

### Assistant Secretary

The assistant secretary shall assist the secretary in their duties and act for them in their absence.

### Annual return to Financial Services Authority

17.(i)The secretary shall send to the Financial Services Authority once in every year, within the time allowed by legislation, an annual return relating to the club's affairs for the period required to be included in the return. The annual return must be made up for the period beginning with the first day of January of the year in which the return is required to be sent, and ending with the 31 December inclusive. The return must be made in the form prescribed by the Financial Services Authority, and contain such particulars as may from time to time be required by the return. A copy of the report of the auditor on the accounts and balance sheet contained in the return if required by statute must accompany the annual return.

### Copies to Members

(ii)A copy of the last annual return or balance sheet or other document, duly audited, containing the same particulars to the affairs of the club, as are contained in the annual return together with a copy of the report of the auditor on the accounts and balance sheet contained in the return or on that balance sheet or document so supplied as the case may be, shall be supplied gratuitously on demand to every member or person interested in the funds of the club.

### Balance Sheets to be posted

(iii)a copy of the account or accounts and the balance sheets covered the year ending 31 December, as audited, and the report of the auditor on the balance sheet and accounts, shall be posted in the registered office and shall be kept always hung up in a conspicuous place at the said office.

### Audit

18.(i)The Club is to vote each year at the AGM to disapply the requirement to undertake a full professional audit for the year of account in question and that



the account and balance sheet are to be certified and signed off by the Secretary and two other Members of the Management Committee.

(ii) It will be the duty of the Secretary to ensure that the appropriate resolution is placed on the agenda for the AGM.

(iii) If the appropriate resolution to disapply the requirement to undertake a full professional audit is not passed at the AGM of the year of account in question then a full professional audit is to be undertaken.

#### Application and Investment of Funds

19. (i) All moneys received on account of the club, from any source, shall in no case be distributed amongst the members, but shall be applied towards carrying out the object of the club, or shall be invested by the trustees in such ways, and upon such of the following investments as the committee, or a general meeting may decide:

(a) In the National Savings Bank

(b) In the purchase of land or building as aforementioned (rule 20), or in the erection or alteration of a club house or other buildings.

(c) On the securities of any society registered under the Industrial and Provident Societies Act, or under the Building Societies Act, or of any company incorporated by Royal Charter or Act of Parliament, provided that such society or company has its liability limited.

(d) In any investment in which trustees are, for the time being, by law authorised to invest trust funds.

(ii) Provided that always that nothing shall authorise any investment of the funds in any manner contrary to law, i.e. in the advancing of money to members or other on notes of hand, or deposited with any member at interest.

(iii) The club may subscribe out of its funds, as provided by Section 52 of the Friendly Societies Act 1974, to the Union Convalescent Homes, or to any other convalescent home, hospital, infirmary, charitable or provident institution, any annual or other sum which may be necessary to secure to members of the club or their families the benefits of such institution.

### Acquisition of Land and Borrowing Powers

20.(i)The trustees may, when authorised thereto by a general meeting, or by the committee, hold purchase, or take on lease any land or buildings and may sell, exchange, mortgage, lease, or build upon the land, with power to alter and pull down buildings and again rebuild.

(ii)The trustees may, when authorised thereto by the committee, obtain advanced of money for the purposes of the club upon the security of bonds or agreements or promissory notes or certificates of indebtedness or mortgages of real property of the club or bills of sale on any of the goods and chattels of the club upon such terms as to interest and as to the time and manner of repayment of principal as the committee may determine.

### Conduct of Elections

#### Nominations

21.(i)The election of officers (except trustees) and committee persons shall be by ballot. At least 3 weeks before the day fixed for any ballot a nomination sheet shall be posted in the club by the secretary, on which the names of all candidates for any office must be entered, and such sheet shall remain open until the expiration of at least 24 hours following the general meeting. No member shall be eligible for nomination unless they have been a financial member for at least 6 months prior to nomination closing, and has been proposed and seconded by 2 financial members, who must themselves sign the sheet. No member under suspension at the date of closing of the nomination sheet shall be eligible for nomination. No candidate shall be nominated for more than 1 position. No member of the managing committee whose term of office is not about to expire may become a candidate unless he first resigns the position they hold.

#### Scrutineers

(ii)The ballot shall be carried out under the directions of the committee by 3 scrutineers appointed by the general meeting, who shall not be candidates, members of the committee or officers.

#### Ballot, When Held

(iii) Ballots shall be held during the week following the annual meeting or in the succeeding week. Ballots shall remain open during not less than 3 hours on the evening of not less than 2 consecutive days to be fixed by the committee, and the results shall be made known by the posting of a notice in the club signed by the scrutineers, recording the number of votes polled by each candidate, and indication which of the candidates are elected.

#### Who May Vote

(iv) Each financial member shall have 1 vote for each vacancy but no member may give more than 1 vote to any 1 candidate.

#### Tie

(v) The candidates receiving the highest number of votes shall be declared elected. In the event of 2 or more candidates receiving an equal number of votes for the last vacancy or vacancies, the names of such candidates shall be written on a slip of paper, which shall be placed so that the names are concealed, and the President, or in their absence, some person appointed by the scrutineers, shall then draw as many slips as there are vacancies to be filled, and the members whose names are so drawn shall be declared duly elected.

#### Scrutiny

(vi) The scrutineers shall, at the conclusion of the ballot, seal up the ballot papers and hand them to the secretary, who shall retain them for 7 days. A scrutiny shall take place if a written demand be presented to the secretary within 7 days from close of the ballot, signed by not less than 1/10 of the financial members, and the scrutiny shall be carried out by 3 fresh scrutineers, to be named by the committee and their decision shall be final.

#### Inspection of Books

22. Any member or person having interest in the club funds may, at all reasonable times, inspect all books and accounts, at the registered office, or at any place where they are kept, and it shall be the duty of the secretary to produce them for inspection.

## Settlement of Disputes

### Disputes between a Member and an Officer of the Club

23.(i) All disputes between a member and an officer of the club shall unless the committee elect to refer the matter directly to a special general meeting, be settled by the committee. The decision of the committee shall be final, unless any party aggrieved thereby shall, within 7 days, produce to the secretary a requisition satisfying the conditions mentioned in rule 8 (ii) (b), whereupon the decision shall be reviewed by a special meeting.

### Disputes between a Member and the Club

(ii) All disputes between a member or person aggrieved who has ceased to be a member, or any person claiming through such member or person aggrieved or under the rules and the club or committee shall be referred to the Executive of the Union or the person appointed by them, who shall be the arbitrator or arbitrators of the club and whose decision shall be final.

(iii) In the rule expression "dispute" includes any dispute arising on the question of whether a member or person aggrieved is entitled to be or to continue to be a member or to be reinstated as a member but, save as aforesaid, in the case of a person who has ceased to be a member, does not include any dispute other than a dispute on a question between them and the club or an officer thereof, which arose whilst they were a member or arises out of their previous relation as a member to the club.

### Misconduct of Members

24.(i) The secretary or president or in the absence of both such officers any officer present upon the club premises shall have the power to order the withdrawal from the club premises of any member who shall infringe any rule or by-law or whose conduct whether within the club or elsewhere shall in their opinion render a member unfit for further entry to the club. A member whose withdrawal has been ordered as provided above and who is to be the subject of proceedings in a court of law may not be allowed to use the club premises until

in the opinion of the managing committee their case is satisfactorily disposed of through the courts.

(ii) The secretary or president or officer who orders the withdrawal of a member for misconduct as per rule 24(i), that member not being the subject of proceedings in any court of law, shall at the next meeting of the managing committee or as soon as practicable thereafter, lay a complaint upon which the managing committee must decide whether or not to formally charge the member. If the managing committee by a majority of members present at the meeting and entitled to vote, decide that on the face of the complaint there is a case to answer, the secretary will write to the member setting out the charge or charges and summon them to appear before the managing committee giving not less than 3 clear days notice to afford the member an opportunity to advance a defence.

(iii) The managing committee having found the charge of misconduct proven against a member by a simple majority of their number present and entitled to vote must by at least 2/3 of the said managing committee vote for the member to be reprimanded, suspended (for a period not exceeding 12 months) or expelled to render it effective. If a vote of at least 2/3 is not obtained the member shall be advised that although the charge is proven no sentence will be imposed. A member convicted of any offence by any court of law may be suspended or expelled in their absence. A suspended member shall not be entitled to any of the rights and privileges of the club membership but shall remain liable to pay their subscription. The decision of the managing committee shall be sent to the member in writing within 3 days of the managing committee meeting at which the decision was reached and the members right of appeal procedure explained in the letter.

#### Right of Appeal

25. A member suspended or expelled shall have right to appeal to the Union General Secretary who shall arrange through a Union Branch Secretary for the appointment of arbitrators. Such appeal must be lodged within 30 days of the management committee's meeting at which the member was so suspended or expelled and be in writing, addressed to the General Secretary of the Union. No appeal shall be heard by the said arbitrators unless a deposit is submitted to the

General Secretary of the Union. The Union's Executive Committee shall determine such deposit, and the sum due shall be notified to the member on lodgement of the appeal. That deposit must be received within 30 days from the appellant on lodgement of an appeal before the case proceeds, after this time the case will be closed.

The arbitrators may order the cost of the arbitrator to be borne by either party or by both parties in such proportions as they may think fit, and such sum may be reimbursed from the deposit held.

The arbitrators, or a majority of them, shall have the full power to alter or rescind such suspension or expulsion as they may think fit, and there shall be no appeal from their decision.

#### Introduction of Guests

26. A member or associate may personally introduce friends as their guests, but no member or associate may introduce more than 3 friends at 1 time. The member or associate introducing the guest(s) shall sign their name in the book kept for that purpose together with the name of the guest(s). The following shall not be admitted as guests:
- (a) Former members who have been expelled.
  - (b) Former members who have ceased to be members through non-payment of subscriptions.
  - (c) Persons who, having been nominated for membership, have not been accepted.
  - (d) Members who are under suspension.
  - (e) Persons who have been expelled or who are under suspension from any other Union club.

Members and associates must accompany guests introduced by them during the period of their stay in the club, and no guest shall be permitted to make any payment for alcohol directly or indirectly.

The managing committee may debar a member or associate introducing any particular person as a guest if they so think fit and may prohibit a member or an associate introducing guest during the hours when licensed premises in the locality are not open for the sale of alcohol to the public.

### Guests and Excisable Articles

27. Should any guest introduced by a member or an associate pay for alcohol they shall at once be removed from the club premises. If introduced by an associate, the associate shall also be removed. If introduced by a member the member may be expelled from membership on the fact being duly proved; and it shall be the duty of any officer or members of the club, becoming aware of such breach of the rules, to report it at once to the secretary or managing committee.

### Rules

#### Supply

28.(i)The secretary shall be supplied by the managing committee with copies of the rules, and shall be bound to deliver a copy to any person, on demand, at such reasonable fee as the managing committee may from time to time determine.

#### Amendment

(ii)These rules may be amended only at a general meeting called for that purpose. Notice of any proposed amendment shall be posted in the club for at least 10 days previous to the meeting to which the amendment is to be submitted. Any amendment shall require the votes of at least 2/3 of the members present at such meeting.

No amendment of the rules is valid until registered in accordance with the act. Notification of any change in the name of the club or in the rules of the club must be given to the Licensing Authority within 28 days after the change is made and registered.

### By-laws

29. The managing committee shall have power to make such by-laws as it may consider necessary for the good government and order of the club, provided that no such by-laws shall conflict with any of the rules. A copy of all such by-laws shall be posted in a conspicuous place within the club-house.

### Dissolution

30. The club may at any time be dissolved by an instrument of dissolution approved by a special resolution of the club. Upon dissolution of the club by consent any surplus remaining after payment in full of the club's creditors shall be divided in equal shares among those members who were members at the date that the special provision was approved.

### Hours of Opening and Closing of the Club Premises

31. The club shall open and close and qualifying club activities may take place, at such times as the managing committee may from time to time determine, subject to the terms and conditions specified in the Club Premises Certificate granted to the club under the provisions of the Licensing Act 2003.

### Life Members

32. The committee may, in their discretion, grant life membership to any member who has rendered special service to the club, or who in their opinion is deserving of the distinction. Life members shall not be liable to pay subscriptions under rule 3, but shall be entitled to all the rights and privileges of club membership, including the right to attend meetings, vote at elections and be nominated for committee or other office. A certificate of life membership shall be signed yearly by the secretary and issued to each life member.

Revised: 01 MAY 2014



# Health and safety policy statement

(Health and safety at Work etc Act 1974)

## This is the Health and Safety Policy Statement of LUDGERSHALL SPORTS & SOCIAL CLUB

### Our statement of general policy is:

- to provide adequate control of the health and safety risks arising from our work activities;
- to consult with our employees on matters affecting their health and safety;
- to provide and maintain safe plant and equipment;
- to ensure safe handling and use of substances;
- to provide information, instruction and supervision for employees;
- to ensure all employees are competent to do their tasks, and to give them adequate training;
- to prevent accidents and cases of work-related ill health;
- to maintain safe and healthy working conditions
- to review and revise this policy as necessary at regular intervals.

*Signed*

*Secretary for and on behalf of Ludgershall Sports and Social Club*

**Date: 25 November 2011**

**Revision date: 25 November 2012**

**Revision date: 15 July 2015**

### **Responsibilities**

1 Overall and final responsibility for health and safety is that of the **Management Committee** (Officers and Committee Members)

2 Day-to-day responsibility for ensuring this policy is put into practice is delegated to **the Secretary**

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

**The Bar manager – All areas open to staff, the members and guests.**

4 All employees have to:

- co-operate with supervisors and managers on health and safety matters;

- not interfere with anything provided to safeguard their health and safety;
- take reasonable care of their own health and safety
- report all health and safety concerns to an appropriate person (as detailed in this policy statement).

### **Health and safety risks arising from our work activities**

- Risk assessments will be undertaken by a **qualified person nominated by the Management Committee**
- The findings of the risk assessments will be reported to **The Secretary**
- Action required to remove/control risks will be approved by **The Committee**
- **The Secretary** will be responsible for ensuring the action required is implemented.
- **The Secretary** will check that the implemented actions have removed/reduced the risks.
- Assessments will be reviewed **every 12 months** or when the work activity changes, whichever is soonest.

### **Consultation with employees**

- Employee representative(s) are the **Bar Manager and Bar Staff Manger**
- Consultation with employees is provided by **regular staff meetings and directly by the Secretary / Treasurer**

### **Safe plant and equipment**

- **The Bar Manger** will be responsible for identifying all equipment/plant needing maintenance.
- **The Secretary** will be responsible for ensuring effective maintenance procedures are drawn up
- **The Bar Manger** will be responsible for ensuring that all identified maintenance is implemented.
- Any problems found with plant/equipment should be reported to the **Bar Manger or the Secretary**.
- **The Secretary** will check that new plant and equipment meets health and safety standards before it is purchased.

### Safe handling and use of substances

- **The Bar Manager** will be responsible for identifying all substances which require a COSHH assessment.
- **A qualified person nominated by the Management Committee** will be responsible for undertaking COSHH assessments.
- **The Secretary** will be responsible for ensuring that all actions identified in the assessments are implemented.
- **The Bar Manager** will be responsible for ensuring that all relevant employees are informed about the COSHH assessments.
- **The Bar Manger** will check that new substances can be used safely before they are purchased.
- Assessments will be reviewed **every 3 months** or when the work activity changes, whichever is soonest.

### Information, instruction and supervision

- The Health and Safety Law poster is displayed in the **Bar Lobby**
- Health and safety advice is available from the **Secretary**
- Supervision of young workers/trainees will be arranged/undertaken/monitored by **the Secretary**
- **The Bar Manger** is responsible for ensuring that our employees working at locations under the control of other employers are given relevant health and safety information.

### Competency for tasks and training

- Induction training will be provided for all employees by a **Competent Person** nominated by the Management Committee
- Job-specific training will be provided by **The Bar Manger and Bar Staff Manager**
- Specific jobs requiring special training are **none identified**
- Training records are kept by **The Secretary**
- Training will be identified, arranged and monitored by **the Secretary**

### Accidents, first aid and work-related ill health

15<sup>th</sup> July 2015

- Health surveillance is required for employees doing the following jobs **Bar Work, Cleaning and Pitch Maintenance**
- Health surveillance will be arranged by **The Bar Manger**
- Health surveillance records will be kept by **The Secretary**
- The first-aid box is kept in the **Bar Lobby**
- The appointed person(s) are **The Secretary & Bar Manger**
- All accidents and cases of work-related ill health are to be recorded in the accident book. The book is kept by **The Bar Manger**
- **The Secretary** is responsible for reporting accidents, diseases and dangerous occurrences to the enforcing authority (HSE or local authority)

### **Monitoring**

- To check our working conditions, and ensure our safe working practices are being followed, **we will conduct spot checks, investigate accidents or ill health**
- **The Secretary** is responsible for investigating accidents.
- **The Secretary** is responsible for investigating work-related causes of sickness absences.
- **The Management Committee** is responsible for acting on investigation findings to prevent a recurrence.

### **Emergency procedures – fire and evacuation**

- **The Management Committee** is responsible for ensuring the fire risk assessment is undertaken and implemented.
- Escape routes are checked by **the Bar Manger every week**
- Fire extinguishers are maintained and checked by **the Bar Manger every week**
- Alarms are tested by **the Bar Manger every week**
- Alarms are checked and tested by **the Installer annually**
- Emergency evacuation will be tested **once in every half year**