

## 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 Popcity Limited

(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 <b>Assembly 100 Barbirolli Square</b>			
<b>Post town</b>	Manchester	<b>Postcode</b>	M2 3AB
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£n/a	

#### 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/limited liability partnership | x                        | please complete section (B) |
| ii  | as a partnership (other than limited liability)    | <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                                  | <input type="checkbox"/> | please complete section (B) |
| d)  | a charity  | <input type="checkbox"/> | please complete section (B) |

- e) the proprietor of an educational establishment ☐ please complete section (B)
- f) a health service body ☐ please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales ☐ please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England ☐ please complete section (B)
- h) the chief officer of police of a police force in England and Wales ☐ please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒

I am making the application pursuant to a

statutory function or ☐

a function discharged by virtue of Her Majesty's prerogative ☐

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>			I am 18 years old or over <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

**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>		
<b>Date of birth</b>			I am 18 years old or over <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential 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 Popcity Limited
Address Central House Rear Office 124 High Street Hampton Hill Middlesex TW12 1NS
Registered number (where applicable) 10775696
Description of applicant (for example, partnership, company, unincorporated association etc.) Registered Limited Company

Telephone number (if any)
E-mail address (optional)

### Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
20	03	2020

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)  
Bar & Restaurant

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 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

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

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

x

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

x

**In all cases complete boxes K, L and M**

# A

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	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 4)		
Mon					
Tue					
Wed					
Thur			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Fri					
Sat					
Sun					
			<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 6)		

## B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	x
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon	11:00	24:00			
Tue	11:00	24:00			
			<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.		
Wed	11:00	24:00			
Thur	11:00	24:00			
			<b>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</b> (please read guidance note 6)		
Fri	11:00	01:00			
Sat	11:00	01:00			
Sun	11:00	24:00			

# C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b><u>Please give further details</u></b> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Wed			
Thur			
Fri			<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 6)
Sat			
Sun			



## D

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

# E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" 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 4)		
Mon	11:00	24:00			
Tue	11:00	24:00			
			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.		
Wed	11:00	24:00			
Thur	11:00	24:00			
			<b><u>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</u></b> (please read guidance note 6)		
Fri	11:00	01:00			
Sat	11:00	01:00			
Sun	11:00	24:00			

# F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)		Indoors	<input checked="" 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 4)			
Mon	11:00	24:00				
Tue	11:00	24:00				
Wed	11:00	24:00	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.			
Thur	11:00	24:00				
Fri	11:00	01:00	<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)			
Sat	11:00	01:00				
Sun	11:00	24:00				

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	11:00	24:00	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue	11:00	24:00			
Wed	11:00	24:00	<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.		
Thur	11:00	24:00			
Fri	11:00	01:00	<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 6)		
Sat	11:00	01:00			
Sun	11:00	24:00			

# H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Mon	11:00	24:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	11:00	24:00	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed	11:00	24:00			
Thur	11:00	24:00	<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 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.		
Fri	11:00	01:00			
Sat	11:00	01:00	<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 6)		
Sun	11:00	24:00			

# I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon	23:00	24:00	<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue	23:00	24:00			
Wed	23:00	24:00	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.		
Thur	23:00	24:00			
Fri	23:00	01:00	<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 6)		
Sat	23:00	01:00			
Sun	23:00	24:00			

# J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
Day	Start	Finish		Both	x
Mon	11:00	24:00	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.		
Tue	11:00	24:00			
Wed	11:00	24:00			
Thur	11:00	24:00	<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 6)		
Fri	11:00	01:00			
Sat	11:00	01:00			
Sun	11:00	24:00			

**State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):**

<b>Name</b> Richard Allan Stenson	
<b>Date of birth</b>	██████████
<b>Address</b> ██████████ ██████████ ██████████	
<b>Postcode</b>	██████████
<b>Personal licence number (if known)</b> VEPERS1509	
<b>Issuing licensing authority (if known)</b> Calderdale Council	

## K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 9).

N/A

## L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5) From the start of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day.  On Sundays preceding a Bank Holiday Monday until 01:00.
Day	Start	Finish	<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 6)
Mon	08:00	24:00	
Tue	08:00	24:00	
Wed	08:00	24:00	
Thur	08:00	24:00	
Fri	08:00	01:00	
Sat	08:00	01:00	
Sun	08:00	24:00	



# 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 10)**

All staff shall be trained in recognising signs of drunkenness; how to refuse service; company policies and procedures; the Conditions in force under this Premises Licence. Documented records of training completed shall be kept for each member of staff. Training shall be regularly refreshed and records shall be made available for inspection upon request by an Authorised Officer of the Local Authority or Greater Manchester Police.

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

The Premises Licence holder shall ensure that the provision of Door Supervisors at the premises is appropriate to ensure the safe control of the premises, and shall review this on a regular basis and upon request from Greater Manchester Police.

A written record shall be kept on the premises by the Designated Premises Supervisor of every person employed on the premises as a Door Supervisor in a register kept for that purpose. That record shall contain the following details:

- i. The door supervisor's name, date of birth and home address
- ii. his/her Security Industry Authority Licence number
- iii. the time and date he/she starts and finishes duty
- iv. the time of any meal breaks taken whilst on duty
- v. each entry shall be signed by the Door Supervisor

That register shall be available for inspection on demand by an Authorised Officer of the Council, the Security Industry Authority or Greater Manchester Police.

An Incident Log (which may be electronically recorded) shall be kept at the premises for at least six months, and made available upon request to an Authorised Officer of the Licensing Authority or Greater Manchester Police.

The premises shall install and maintain a comprehensive CCTV system. All public areas of the licensed premises, including all public entry and exit points will be covered. The CCTV cameras shall continually record while the premises are open to the public and recording shall be kept available and unedited for a minimum of 28 days.

**c) Public safety**

All firefighting equipment will be inspected and serviced in line with the appropriate British Standard.

**d) The prevention of public nuisance**

No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.

Staff shall monitor customers smoking outside of the premises on a regular basis and ensure patrons do not cause a public nuisance.

All amplified music to go through an acoustic noise limiter installed at the premises and which will be set at a level agreed with the Environmental Health Officer at Manchester City Council.

Notices shall be prominently displayed requesting patrons to respect the needs of local residents and leave the area quietly.

The external seating area will be clearly defined with a physical structure to ensure customers do not stray beyond the permitted areas with alcohol.

All outside areas to be clear of furniture by 23:00.

Except for access and egress, or in case of emergency, all doors and windows to remain closed after 23:00.

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

The Challenge 25 Scheme will be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof that he/she is over 18 years of age. Proof of age shall comprise a passport, photo card driving licence or a card bearing the PASS hologram.

Staff will be trained to prevent underage sales and drunkenness. Documented records of training shall be kept for each member of staff. Training shall be regularly refreshed and records shall be made available for inspection upon request by a Police Officer or an Authorised Officer of the Local Authority.

**Checklist:**

**Please tick to indicate agreement**

- |  |   |
|--|---|
|  | X |
| • I have made or enclosed payment of the fee.  |   |
| • I have enclosed the plan of the premises.  | X |
| • I have sent copies of this application and the plan to responsible authorities and others where applicable.  | X |
| • I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.   | X |
| • I understand that I must now advertise my application.   | X |
| • I understand that if I do not comply with the above requirements my application will be rejected.  | X |
| • [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15). | X |

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	<i>Licensing Legal Solicitors</i>
Date	21.02.2020
Capacity	Solicitors & Authorised Agents for the Applicant

**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 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	