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 Bridge 5 Mill (*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 Bridge 5 Mill 22a Beswick Street Manchester M4 7HR M4 7HR Postcode Post town Manchester Telephone number at premises (if any) Non-domestic rateable value of premises £19.605 Part 2 - Applicant details Please state whether you are applying for a premises licence as Please tick as appropriate an individual or individuals * please complete section (A) a) a person other than an individual * b) |X|as a limited company/limited liability please complete section (B) partnership as a partnership (other than limited П please complete section (B) liability) iii as an unincorporated association or please complete section (B) other (for example a statutory corporation) please complete section (B) a recognised club please complete section (B) c)

please complete section (B)

a charity

d)

		of an education			ш	please comp	(•)
f)	a health service	ce body				please comp	olete section (F	3)
g)	Care Standard	is registered und ls Act 2000 (c14 ospital in Wales	4) in respect			please comp	blete section (E	3)
ga)	Part 1 of the F (within the me	is registered und Health and Social eaning of that Pa ospital in Engla	al Care Act 2 art) in an			please comp	blete section (E	3)
h)	the chief offic England and V	er of police of a Wales	a police force	e in		please comp	olete section (E	3)
	ou are applying pelow):	as a person des	scribed in (a) or (b) pl	ease (confirm (by ti	icking yes to o	ne
premi	ises for licensat	proposing to car ble activities; or	•	ness whic	h inv	olves the use	of the	X
I am	statutory func	lication pursuar ction or scharged by virt		ajesty's p	orerog	ative		
(A) IN	DIVIDUAL A	PPLICANTS (fill in as app	olicable)				
Mr	☐ Mrs	☐ Miss		∕Is □		er Title (for mple, Rev)		
Surn	ame			First na	mes			
				1.1				
Date	of birth	I ar	m 18 years o	ia or ovei	r 🔲	Please tick	yes	
	of birth onality	I ar	m 18 years o	id or over	r 🔲	Please tick	yes	
Natio Curre			m 18 years o	id or over	r 🔝	Please tick	z yes	
Natio Curre	ent residential ess if different finises address		m 18 years o	id or over	r 🔝	Please tick Postcode	z yes	
Curre addre prem	ent residential ess if different fra ises address town			id or over	r [_]		z yes	
Curre addre prem. Post t	ent residential ess if different fr ises address town ime contact tel ail address	rom		id or over			z yes	

${\bf SECOND\ INDIVIDUAL\ APPLICANT\ (if\ applicable)}$

Mr 🗌	Mrs		Miss		Ms			er Title (for nple, Rev)	
Surname					Fi	rst na	ımes		
Date of birtl	h			I am	18 years	old or	over	Plea	ase tick yes
Nationality									
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 resid address if dif premises add	ferent	from							
Post town								Postcode	
Daytime cor	ıtact te	elepho	ne numb	er			•		
E-mail addr (optional)	ess								
give any regis body corpora	e name stered 1 te), ple ge 5 M	e and inumbers	registere er. In th	e case o	of a parti	- nershi	p or	other joint v	appropriate please enture (other than a ed.
Registered n	umber	(where	e applicat	ole)					
Bridge 5 Mi	ll Limit	ed Re	egistered	l in Eng	gland no	. 101	1164	4	
Description of	of appli	icant (for examp	ole, par	tnership,	compa	any, u	nincorporate	d association etc.)
	vironn	nent T							Environment Trust. istered Charity

Tele	phone number (if any)	
E-m	ail address (optional)	
Part 3	3 Operating Schedule	
ı aıı.		D 107 1777
Whe	n do you want the premises licence to start?	D MM YYYY 1 5 0 2 2 0 2 4
-	ou wish the licence to be valid only for a limited period, and do you want it to end?	D MM YYYY
Plea	se give a general description of the premises (please read guidance	e note 1)
Bridg and ever etc.	ge 5 Mill is a Victorian 5 storey mill, sustainably renovated in the early 200 event spaces with a focus on social change. In addition to event hires, we ats with a positive community impact such as book clubs, fundraiser gigs, Licensable activities and other non licensable activities will take place in correception ground floor area and outdoor areas.	00s. Now used as work eintend to run our own conferences, workshops
- End - Lov - Lov - Gro - 1st - 2nd	premises are as follows: trance: Canal bound garden and bench area with ramp access to the mainwer ground floor: reception area (future plans for a café and bar), and a fower ground floor: event room with a capacity of 40. bund floor annex: future plans for an event or workshop space (currently of a 20 and 3rd floors including annexes: work spaces and amenities. If floor outdoor terrace with a capacity of 40 (currently closed for renovation floor: our largest event space with a capacity of 100.	oyer with a capacity of 60.
If 5,0	000 or more people are expected to attend the premises at any	
	ime, please state the number expected to attend.	N/A
What	licensable activities do you intend to carry on from the premises?	
(pleas	e see sections 1 and 14 and Schedules 1 and 2 to the Licensing Ac	t 2003)
Prov	ision of regulated entertainment (please read guidance note 2)	Please tick all 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)	X
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (§ (if ticking yes, fill in box H)	g)

<u>Provision of late night refreshment</u> (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

Plays Standard days and timings (please read			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
	ce note 7			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for performing p guidance note 5)	<u>lays</u> (please re	ad
Thur					
Fri			Non standard timings. Where you intend to us for the performance of plays at different times the column on the left, please list (please read g	to those listed	l in
Sat					
Sun					

Films Standard days and timings (please read			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
	ce note 7			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the exhibition read guidance note 5)	of films (plea	se
Thur					
Fri			Non standard timings. Where you intend to use for the exhibition of films at different times to column on the left, please list (please read guida	those listed in	
Sat					
Sun					

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

Boxing or wrestling entertainments Standard days and			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timings (please read guidance note 7)				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for boxing or wroentertainment (please read guidance note 5)	estling	
Thur					
Fri			Non standard timings. Where you intend to us for boxing or wrestling entertainment at differ listed in the column on the left, please list (please)	ent times to tl	10se
Sat			note 6)		
Sun					

Live music Standard days and timings (please read			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
guidance note 7)			(Preuse roue gardines need b)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the performation (please read guidance note 5)	nce of live mu	<u>sic</u>
Thur					
Fri			Non standard timings. Where you intend to us for the performance of live music at different t listed in the column on the left, please list (please to the column of the left, please list)	imes to those	_
Sat			note 6)		
Sun					

Recorded music Standard days and timings (please read			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
_	ice note 7)		(prouse roug gurantee note s)	Outdoors	
Day	Start	Finish		Both	X
Mon	07.00	01.00	Please give further details here (please read gui		will
Tue	07.00	01.00	be restricted to 08.00 - 23.00 Mon - Sun.		
Wed	07.00	01.00	State any seasonal variations for the playing of (please read guidance note 5)	f recorded mu	<u>sic</u>
Thur	07.00	01.00			
Fri	07.00	01.00	Non standard timings. Where you intend to us for the playing of recorded music at different to listed in the column on the left, please list (please)	imes to those	
Sat	07.00	01.00	note 6)		
Sun	07.00	01.00			

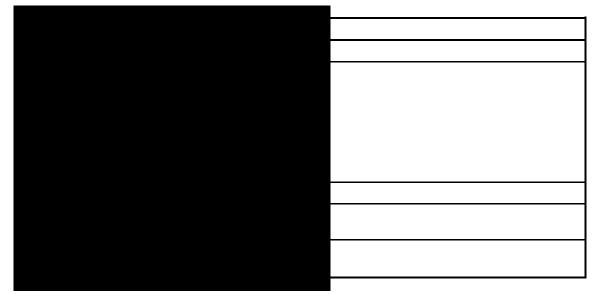
Performances of dance Standard days and			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timings (please read guidance note 7)			(prouse roug gurdance note s)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the performa (please read guidance note 5)	nce of dance	
Thur					
Fri			Non standard timings. Where you intend to us for the performance of dance at different times the column on the left, please list (please read g	s to those liste	<u>d in</u>
Sat					
Sun					

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment providing	nent you will b	e
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read	Indoors	
Mon			guidance note 3)	Outdoors	
				Both	
Tue			Please give further details here (please read guid	dance note 4)	
Wed					
Thur			State any seasonal variations for entertainmen description to that falling within (e), (f) or (g) guidance note 5)		
Fri					
Sat			Non standard timings. Where you intend to us for the entertainment of a similar description twithin (e), (f) or (g) at different times to those column on the left, please list (please read guida	o that falling isted in the	<u>s</u>
Sun					

Late night refreshment Standard days and			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timings (please read guidance note 7)		read	product (product road gordanie visitorie)	Outdoors	
Day	Start	Finish		Both	X
Mon	07.00	00.00	Please give further details here (please read gui-	dance note 4)	
			Late night refreshments may be served to persons a between 07.00 - 00.00. However outside of events a	nd when operat	tional,
Tue	07.00	00.00	the future café is more likely to operate between 08.00 - 23.00. We may serve from a canal boat. We may have pop stalls in the garden or roof terrace for some events, those would be intended for Bridge 5 Mill eve		of
			attendees, as opposed to football fans or Co-op live		Vent
Wed	07.00	00.00	State any seasonal variations for the provision refreshment (please read guidance note 5)	of late night	
Thur	07.00	00.00			
Fri	07.00	00.00	Non standard timings. Where you intend to use for the provision of late night refreshment at d		
			those listed in the column on the left, please list		<u>, 10</u>
Sat	07.00	00.00	guidance note 6)		
Sun	07.00	00.00			

Supply of alcohol Standard days and timings (please read			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
guidance note 7)			guidance note 6)	Off the premises	
Day	Start	Finish		Both	X
Mon	11.00	00.30	State any seasonal variations for the supply of read guidance note 5)	alcohol (please	e
Tue	11.00	00.30			
Wed	11.00	00.30			
Thur	11.00	00.30	Non standard timings. Where you intend to us for the supply of alcohol at different times to the column on the left, please list (please read guida	nose listed in t	
Fri	11.00	00.30			
Sat	11.00	00.30			
Sun	11.00	00.30			

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):



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

Hours premises are open to the public Standard days and timings (please read guidance note 7)		o lic nd read	State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	07.00	01.00	
Tue	07.00	01.00	
Wed	07.00	01.00	
			Non standard timings. Where you intend the premises to be
Thur	07.00	01.00	open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)
			Currently, Bridge 5 Mill is open and staffed Mon - Fri 09.00 - 17.00 and
Fri	07.00	01.00	09.00 - 19.00 on Tuesdays. Some tenants are key holders, therefore technically have access 24/7. The premises licence will apply for their events when open to members of the public.
Sat	07.00	01.00	We are planning to increase our activities which could see our premises operate between 08.00 - 23.00 Mon - Sun outside of events on a regular basis.
Sun	07.00	01.00	For some events and when hired, we may be open between 07.00 - 01.00 Mon - Sun.

\mathbf{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)

See document "Bridge 5 Mill proposed conditions" attached with the application.

Nothing else beyond existing Health and Safety and Fire Safety requirements.

b) The prevention of crime and disorder

See document "Bridge 5 Mill proposed conditions" attached with the application.

Nothing else beyond existing Health and Safety and Fire Safety requirements.

c) Public safety

See document "Bridge 5 Mill proposed conditions" attached with the application.

Nothing else beyond existing Health and Safety and Fire Safety requirements.

d) The prevention of public nuisance

See document "Bridge 5 Mill proposed conditions" attached with the application.

Nothing else beyond existing Health and Safety and Fire Safety requirements.

e) The protection of children from harm

See document "Bridge 5 Mill proposed conditions" attached with the application.

Nothing else beyond existing Health and Safety and Fire Safety requirements.

Checklist:

Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	X
•	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	X
	checking service (please read note 15).	

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.

 [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). 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 	-	
we are the second of the secon	Declaration	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). • The DPS named in this application form is entitled to work in the UK

work check using th	nent to work, or have conducted an online right to e Home Office online right to work checking mad their right to work (please see note 15)
Signature	
Date	
Capacity	
For joint applications, signature of 2 nd applications authorised agent (please read guidance note 13 state in what capacity.	eant or 2 nd applicant's solicitor or other 3). If signing on behalf of the applicant, please
Signature	
Date	
Capacity	
Contact name (where not previously given) an with this application (please read guidance not	d postal address for correspondence associated te 14)
	•

Bridge 5 Mill Premises Licence model conditions

At Bridge 5 Mill, we have a track record of hosting successful events, and strive to create a welcoming and safe environment that promotes diversity, equity and grassroot initiatives for social change. The premises licence will help us diversify our income and enhance attendees experience, as well as enable us to run more community events, leading to a greater positive social impact. We are committed to promoting the licensing objectives to continue the smooth running of our operations. We trust that the pre-existing Health and Safety and fire safety risk assessments, with the addition of the following reinforcing measures will meet our needs and satisfy the licensing authority.

Martyn's Law

- There must be a documented security assessment, which must incorporate counter terrorism measures for the premises.
- The Designated Premises Supervisor must have attended an ACT Awareness training session before the start of the premises licence.
- Documented records of ACT Awareness training completed by the staff shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.

Admission and control of entry

- No more than 100 visitors must be permitted on the 4th floor, 60 visitors on the lower ground floor reception - foyer (future café) area, and 40 visitors on the lower ground floor event room at any one time.
- The premises licence holder shall ensure that a suitable method of calculating the number of people present during licensable activities is in place.

Dispersal

• From no later than 30 minutes before the premises closes to the public, an event organiser delegate, staff or volunteer shall be dedicated to check out visitors and monitor their dispersal, and ensure they do not contribute to anti-social behaviour in the vicinity.

Emergencies

• The premises licence holder shall ensure that at all times when the public is present there is one competent person(s) able to administer first aid, that an adequate and appropriate supply of first aid equipment and materials is available on the premises, and that adequate records are maintained in relation to the supply of any first aid treatment.

Preventing illegal drug use

 All controlled drugs (or items suspected to be, or containing controlled drugs) found at the premises shall be placed in a designated safe place as soon as practicable, until given to or collected by the appropriate local authority.

Preventing underage sales

- The Challenge 25 scheme must be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof that they are over 18 years of age. Proof of age shall only comprise a passport, photo card driving licence, an EU/EEA national ID card or similar document, an HM Forces warrant card, a card bearing the PASS hologram, or any electronic or biometric age verification technology approved by the licensing authority.
- The premises shall display prominent signage indicating at any point of sale that the Challenge 25 scheme is in operation, including that it is an offence to buy or attempt to buy alcohol for a person who is under 18 and for a person under the age of 18 to buy or attempt to buy alcohol.

Incident reporting

- The following incidents shall be noted including pertinent details and, as appropriate, reported promptly so that investigations can be made and action taken:
 - o alleged crimes reported to the venue or by the venue to the police
 - o incidents of disorder
 - seizures of drugs, offensive weapons, fraudulent ID or other items
- Incident logs (which may be kept electronically) shall be kept at the premises for at least six months and made available on request to the police or an authorised officer of the licensing authority.

Preventing noise and other public nuisances

• Recorded music taking place on the premises outdoor areas shall be restricted to 08.00 - 23.00.

Staff training

- In addition to existing Health and Safety training, all staff authorised to sell alcohol shall be trained in:
 - Prevent underage sales
 - Prevent proxy sales
 - o The conditions in force under this licence
- Documented records of training completed shall be kept for each member of staff. Training records shall be made available for inspection upon request by a police officer or an authorised officer of Manchester City Council.

Preventing and dealing with drunkenness and vulnerability

- The premises shall display prominent signage indicating at the point of sale that it is an offence to sell alcohol to anyone who is drunk.
- A minimum of 2 persons must be employed and on duty at the premises during events open to members of the public between 19.00 - 01.00.

Children on the premises

 Members of the public under 18 years of age attending events at the premises between 19.00 -01.00 must be accompanied by a person over 18 years of age.

Additional measures

- All key holders shall be provided with a copy of the premises licence. Key holders running events
 open to members of the public must comply with the premises licence conditions by signing a
 compliance form.
- All staff responsible for room hires shall provide a copy of the premises licence to hirers, where
 relevant, at the time of booking. Hirers must comply with the terms and conditions by signing the
 hire agreement.
- The premises licence holder shall request a copy of hirers event risk assessment, as appropriate.

Nothing else beyond existing Health and Safety and Fire Safety requirements.