

* required information

Section 1 of 19

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

* Family name

* E-mail

Main telephone number

Other telephone number



Include country code.

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House? Yes No

* Is your business registered outside the UK? Yes No

* Business name If your business is registered, use its registered name.

* VAT number Put "none" if you are not registered for VAT.

* Legal status

Continued from previous page...

* Your position in the business

Home country

The country where the headquarters of your business is located.

Business Address

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

Section 2 of 19

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

Section 3 of 19**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 19**NON INDIVIDUAL APPLICANTS**

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Local Authority

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of 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.

Headstone Manor & Museum is made up of four historic buildings, these are The Great Barn, Headstone Manor House, The Small Barn & The Granary. Each of the buildings are stand-alone and can be operated separately from each other. The site in which these buildings site is enclosed by fencing and accessed by two gates under our control. The site is closed to the general public after 5pm.

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

Continued from previous page...

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PROVISION OF PLAYS

Will you be providing plays?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of a play take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State 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.

Music to accompany plays or other performances may be amplified or unamplified and either indoor or outdoor. Amplified music will not continue beyond 21:00 when outdoors.

Continued from previous page...

State any seasonal variations for performing plays

For example (but not exclusively) where the activity will occur on additional days during the summer months.

We are unlikely to stage more than 8 plays or performances per year, these will predominantly be in the Summer months.

Non standard timings. Where the premises will be used for the performance of a play at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

We have included the maximum possible times within which we would want to stage any performance or play, we are unlikely to stage more than 8 in any calendar year.

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PROVISION OF FILMS

Will you be providing films?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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Start	<input type="text" value="10:00"/>	End	<input type="text" value="22:30"/>

SUNDAY

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Start	<input type="text" value="10:00"/>	End	<input type="text" value="22:30"/>

Will the exhibition of films take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Sound for film will be amplified. Film screenings outdoors will not continue beyond 21:00.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

We do not expect to exhibit more than 8 film screenings per year either indoor or outdoor and these will predominantly be in the Summer months.

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

We have included the maximum possible times within which we would want to exhibit any film, we are unlikely to show more than 8 in any calendar year.

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PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

- Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

- Yes No

Section 10 of 19

PROVISION OF LIVE MUSIC

Continued from previous page...

Will you be providing live music?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Start

End

Will the performance of live music take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State 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.

Music will be both unamplified and amplified either indoor or outdoor. Amplified music will not continue beyond 21:00 when outdoors.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes No

Standard Days And Timings

MONDAY

Start
Start

End
End

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.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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Continued from previous page...

SUNDAY

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End

Will the playing of recorded music take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Amplified music may be provided during daytime public festivals, approximately 6 per year, and for indoor events and functions inside the Great Barn or Manor House.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Recorded music provided outdoor will predominantly be between 12:00 - 17:00 during public outdoor events.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

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Continued from previous page...

WEDNESDAY

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THURSDAY

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FRIDAY

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Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:30"/>

SATURDAY

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Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:30"/>

SUNDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="10:00"/>	End	<input type="text" value="23:30"/>

Will the performance of dance take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State 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.

Performance of dance outdoors will only take place during daytime public festivals, approximately 6 per year. Live and recorded music may accompany the performance of dance indoors and outdoors.

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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End

Give a description of the type of entertainment that will be provided

Performance of live and recorded music for dancing at weddings and functions.

Will this entertainment take place indoors or outdoors or both?

Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Continued from previous page...

State 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.

Amplified and unamplified live and recorded music may be used. We have included the maximum times within which this entertainment may be provided but do not expect to operate it for more than 40 hrs per week.

State any seasonal variations for entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

Start

End

End

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.

TUESDAY

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WEDNESDAY

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Continued from previous page...

THURSDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:30"/>

FRIDAY

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Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:30"/>

SATURDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:30"/>

SUNDAY

Start	<input type="text"/>	End	<input type="text"/>
Start	<input type="text" value="12:00"/>	End	<input type="text" value="23:30"/>

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

We do not intend to use all of these hours every day but need to give ourselves the flexibility to accept private hire bookings at which we can supply alcohol within any of these times. Our expectation is for supply of alcohol, as a subsidiary of our venue hire activities, to operate for between 30-40 hrs per week on average.

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

Name

First name

Family name

Continued from previous page...

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country



Personal Licence number
(if known)

PER-1074

Issuing licensing authority
(if known)

Hertsmere Borough Council

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

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 etc gambling machines etc.

For the performance of films, admission of children will be restricted in accordance with the recommendation of the film classification body or the recommendation of the licensing authority if different, this recommendation will be included on any publicity for the event.

For plays and performances with adult content, admission of children will be restricted in accordance with the producing bodies recommendation, this recommendation will be included on any publicity for the event.

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

Continued from previous page...

MONDAY

Start

End

Start

End

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.

TUESDAY

Start

End

Start

End

WEDNESDAY

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THURSDAY

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End

Start

End

FRIDAY

Start

End

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End

SATURDAY

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Start

End

SUNDAY

Start

End

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Access to the Museum for general public is at a maximum: 10:00-17:00 Tue-Sun.
Access outside these times will be for Museum special events will occur up to 15 days per year.
Access for guests at functions taking place in the Great Barn may be at anytime during the hours specified above.

Continued from previous page...

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LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

Steward control will be enforced at events in the Great Barn on the basis of 1-100 ratio.
Careful vetting of hires, particularly with regards groups or organisations that take part in extremist religious activities.
All incidents will be recorded on the Accident/ Incident/ Near-miss Form and reported to the Museum Manager.

b) The prevention of crime and disorder

An intruder alarm is installed throughout the Barn and is linked to a monitoring centre that will notify the Police if triggered.
A panic button to trigger this alarm is installed in the alarm store.
Staff only areas and all stores to be kept locked during events.
CCTV cameras cover internal and external areas. The data is captured digitally with date and time settings and saved for 7 days.
Staff are trained in the operation of the alarm and CCTV systems.
Security reviews will be carried out every six months with policies and staff training updated as a result if required.
Lost property will be logged in the Duty Managers' File. Passports and other ID will be handed in to any police station by the Duty Manager or Museum Manager.
Events where alcohol is available will be either private functions for invited guests only, or ticketed events. In both instances capacity is limited to a maximum of 300 to prevent crowding.
A glass collecting policy is in place. Staff will collect glassware regularly to prevent glassware being used as a weapon in or off the premises.
Staff will be advised of ways to deal with difficult situations.
Staff will always work as part of a team and have colleagues to call on for support if conflict arises.
Sales of alcohol will cease 1 hour prior to the time by which all customers need to vacate the premises, and a staggered customer dispersal will be managed by phased reduction in music/ entertainment, and incremental increases in lighting.
A zero tolerance policy for drugs is adopted.
Regular checks of toilet areas and external areas of the premises will be made by the Duty Manager.
Staff will be given training in drug awareness.
If customers are suspected of being in possession of drugs the Police will be called.
Staff will be trained to spot signs of drunkenness and made aware of their responsibilities under the Licensing Act 2003.

c) Public safety

A risk assessment for the venue is in place and appended to this document. The risk assessment will be reviewed at least annually.
A recognised qualification in first aid will be held by at least one member of staff on duty at any time.
First Aid boxes are available in the premises.
Free drinking water will be available to all staff and customers.
A quiet room is available opposite the alarm store for anyone requiring medical attention, including intoxication.
The venue operates a maximum capacity of 300 persons and a minimum ratio of 1:100 for stewarding of events.
All venue equipment will be checked regularly and faulty equipment removed from use. All portable electrical equipment brought into the premises by suppliers will be accompanied by up-to-date PAT testing evidence.
Staff serving drinks will be made aware of good practice in personal hygiene.
All food will be supplied by registered caterers and copies of their food hygiene policies and training records will be obtained before they are allowed on site.
A glass collecting policy is in place. Staff will collect glassware regularly and conduct perimeter checks for any glasses or bottles left outside.
All spillages and breakages will be safely cleared and disposed of immediately.
Bottle bins are kept in staff only areas and regularly removed to be locked in the bar store.

Continued from previous page...

An Emergency Plan is in place for the entire Museum complex. A copy is kept in the Duty Managers' File.
All staff will be briefed in emergency procedures covered by this plan, including evacuation procedures, location of emergency equipment, utilities and use of extinguishers.
Staff are supplied with two-way radios for the management of emergency situations.
A fire detection system is in place at the premises and inspected monthly.
A separate fire risk assessment has been carried out, a copy of which is in the Duty Managers' File in the bar store.
Location plans for emergency equipment are included with the Emergency Plan.
Staff are required to ensure exits are unlocked and unobstructed before opening the premises to the public.
Staff will be trained to spot signs of drunkenness and given training in drug awareness.
A recognised qualification in first aid will be held by at least one member of staff on duty at any time.
A quiet room is available opposite the alarm store for anyone suspected of suffering from drug or alcohol intoxication.
Free drinking water will be available to all customers.
Enough seating will be available for the capacity of attendees at any event to reduce the occurrence of high volume vertical drinking.
Smoking and vaping are not permitted anywhere within the Museum complex. Patrons are required to stand outside of the venue gates when smoking/ vaping.
Details of our approved local taxi services will be available in the premises.
Sales of alcohol will cease 1 hour prior to the time by which all customers need to vacate the premises.

d) The prevention of public nuisance

Duty Managers will monitor levels of noise from live or recorded music and ensure they do not exceed Council approved levels.
Duty Managers will conduct perimeter listening checks to confirm noise is not breaking out of the venue with the potential to disturb residents.
Staff will monitor the external smoking area to ensure customers are not creating excessive noise.
DJs and performers will be informed of the approved levels before arriving at the venue.
We will develop an approved list of DJs and performers who are aware of and comply with our approved levels policy.
Our approved local taxi services will be advised to arrive and depart as quietly as possible, not sound horns or leave engines idling.
Customer dispersal will be overseen by staff who will remind customers to give consideration to our neighbours.
Signage in our car park will ask patrons to give consideration to our neighbours.
All suppliers leaving late at night will be advise to do so as quietly as possible.
All incidents will be recorded on the Accident/ Incident/ Near-miss Form and reported to the Museum Manager.
Staff will regularly check external perimeters and collect litter generated by the premises.
Floor mounted cigarette bins are provided in designated smoking areas.

e) The protection of children from harm

Where age restrictions apply to the performance of regulated entertainment, this will be stated on all publicity materials and at point of sale for tickets. Children not meeting the relevant age requirements will not be admitted to the event.
We operate the Challenge 25 scheme. All staff are trained in applying this policy and made aware of their responsibilities under the Licensing Act 2003.
Only the following documents are acceptable for proof-of-age purposes:
- A passport
- A European Union photocard driving licence
- A photographic identity card bearing the national Proof of Age Standards Scheme (PASS) hologram
Signage will be displayed in the venue advertising this scheme.
A log of 'refusals' will be kept at the premises and completed by staff whenever a sale is refused to a person who cannot prove that they are over 18.

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PAYMENT DETAILS

Continued from previous page...

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

* Fee amount (£)

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Continued from previous page...

Address

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

DECLARATION

* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/harrow/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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

Consent of individual to being specified as premises supervisor

I Joanna Saunders Quinlan
[full name of prospective premises supervisor]

of 

[home address of prospective premises supervisor]

hereby confirm that I give my consent to be specified as the designated premises supervisor in relation to the application for
Headstone Manor & Museum

[type of application]

by
Harrow Council

[name of applicant]

relating to a premises licence 0704-37BG-79F4-BYF4
[number of existing licence, if any]

for
Headstone Manor & Museum, Pinner View, Harrow, HA2 6PX

[name and address of premises to which the application relates]

and any premises licence to be granted or varied in respect of this application made by

Harrow Council

[name of applicant]

concerning the supply of alcohol at

Headstone Manor & Museum, Pinner View, Harrow, HA2 6PX

[name and address of premises to which application relates]

I also confirm that I am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number

PER-1074

[insert personal licence number, if any]

Personal licence issuing authority

Hertsmere Borough Council

[insert name and address and telephone number of personal licence issuing authority, if any]

Signed



Name (please print)

Joanna Saunders Quinlan

Date

26/05/2016