

34425.

OCC 339/25.

PC, WSO 11/4

Adv 18/4



East Lothian Council
Licensing

10 APR 2025

23rd May to 5th June '25 Received
LICENSING (SCOTLAND) ACT 2005, SECTION 142

OCCASIONAL LICENCE APPLICATION FORM

4 (i)

Before completing this form please read the guidance notes.

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 or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

1. LICENCE DETAILS (see note 1)

Premises licence number (if applicable) _____

Personal licence number (if applicable) F1 6398

Name of voluntary organisation (if applicable) _____

2. PERSONAL DETAILS

Title (delete as appropriate):

☒ Mr / Mrs / Miss / Ms / Other (please state) _____

Surname BASKARAN

Forenames PRASANTH

Date of birth (Day / Month / Year) [REDACTED]

2. PERSONAL DETAILS (cont)

Address where ordinarily resident to be used for correspondence purposes

Post town _____ Post code _____

Telephone Numbers

Daytime Tel. _____ Evening Tel. _____

Mobile No. _____

Fax No. _____ Email _____

3. THE PREMISES

Description of premises

THE PREMISES IS A SINGLE STOREY BUILDING OPERATING AS A
CONVENIENCE STORE IN THE CENTRE OF GIFFORD. THE AREA IS A MIXTURE
OF RESIDENTIAL & RETAIL UNITS.

Description of activities to be carried on in the premises – (including number of persons expected to attend)

TO OPERATE A CONVENIENCE STORE THAT WILL SELL ALCOHOL ALONG
WITH OTHER ASSOCIATED FOOD RELATED PRODUCTS.

Full postal address of premises which this application refers to _____

PREMISE, DUNS ROAD, GIFFORD, EAST LOTHIAN EH41 4QW



East Lothian Council Licensing Board

4. DURATION OF LICENCE

Date: From 23RD MAY 2025 To 5TH JUNE 2025

Time: From 10:00 PM To 10:00 PM

5. Is alcohol to be sold on & off the premises

~~YES~~ ☐ ~~NO~~ ☒

Provide relevant details as to hours requested when alcohol will be sold on/off the premises.

OFF-SALES ONLY

Times for sale of alcohol for consumption on premises

NOT APPLICABLE

Times for sale of alcohol for consumption off premises

10:00 PM To 10:00 PM

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

6am To 10pm

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry?

N/A
~~YES~~ ☐ ~~NO~~ ☒

(If answered yes the remainder of this section must be completed)

Ages of children or young persons permitted entry _____

Times at which children or young persons permitted entry _____

Parts of premises to which children or young persons permitted entry _____

7. CHECKLIST

I have (please tick for yes) made or enclosed
payment of the fee for the application

YES ☒

8. Signature and declaration by applicant (see note 3)

DECLARATION

The contents of this Application are true to the best of my knowledge and belief.

Signature



Date

10/4/2025

NOTES

1. Section 56 of the Licensing (Scotland) Act provides that only: –

- The holder of a premises licence;
- The holder of a personal licence; or
- A representative of any voluntary organisation

is eligible to apply for an occasional licence

2. Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are, a statement of the terms on which they are allowed entry

3. Data Protection Act 2018

The information on this form may be held on an electronic register which may be available to members of the public on request.

4. Information on the Licensing (Scotland) Act 2005 is available on the website of OPSI (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>)



East Lothian Council Licensing Board

**PLEASE SUBMIT THIS SHEET WITH YOUR
OCCASIONAL LICENCE APPLICATION FORM**

SUPPLEMENTARY INFORMATION

1. Event

(a) Please detail the type of event (e.g. birthday party, anniversary, ceilidh, etc.)

N/A

(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc.)

2. Attendance

(a) Approximately how many people are expected to attend?

N/A

(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)

(c) In the main, what age group will form the majority of those attending?
Please tick one box

☐ Under 18

☐ 18 - 30

☐ 30 - 50

☐ over 50

2. (cont)

- (d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)

N/A

3. Stewarding

Please note it is an offence under the Private Security Industry Act 2001 to employ unlicensed door stewards.

Unpaid volunteers performing this function are not covered by the Act. More information can be found at Security Industry Authority.

- (a) Please state the number, if any, of stewards to be employed at the event.

N/A

- (b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.

4. Layout Plans

Please indicate if –

- (a) there is a plan attached to a Public Entertainment Licence issued for the premises; or
(b) the premises relate to a members club which has been issued with a premises licence; or
(c) if neither of the above, please attach a detailed layout plan of the venue with the application

LAYOUT PLAN OF PROPOSED ALCOHOL DISPLAY AREA

ATTACHED

5. Applications Lodged by Voluntary Organisations or Members Clubs Only

Please list the dates of previous occasional Licences granted by the Board between 1 January and 31 December

N/A

6. Will alternatives to glass receptacles be provided?

N/A

7. To what standard will those serving alcohol be trained?

Please provide details of any training certificate held.

ALL STORE STAFF HAVE COMPLETED THEIR 2 HOUR MANDATORY
TRAINING AND WILL COMPLETE AN SCPLH PERSONAL LICENCE COURSE.

LICENSING OBJECTIVES

All holders of occasional licences must demonstrate how they will promote the 5 Licensing Objectives. Please provide practical examples of what you plan to do to comply with each objectives.

8. How will you prevent Crime and Disorder at the event?

N/A

9. How will you secure Public Safety at the event?

N/A

10. How will you prevent Public Nuisance at the event?

N/A

11. How will you promote and protect Public Health at the event?

N/A

12. How will you protect Children from harm at the event?

N/A

SIGNATURE AND DECLARATION BY APPLICANT

**IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION
WITH THIS APPLICATION**

(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))

The contents of this application are true to the best of my knowledge and belief.

Signature

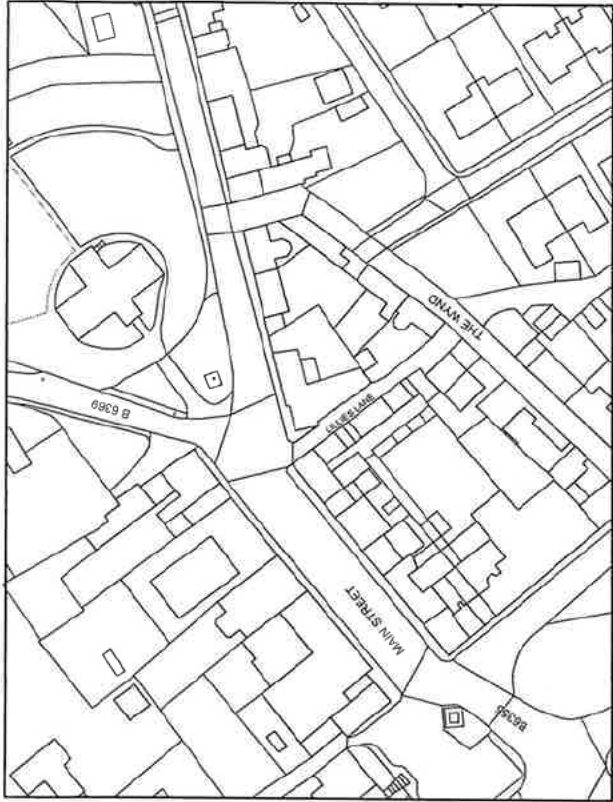


Date

10/4/2025



East Lothian Council Licensing Board

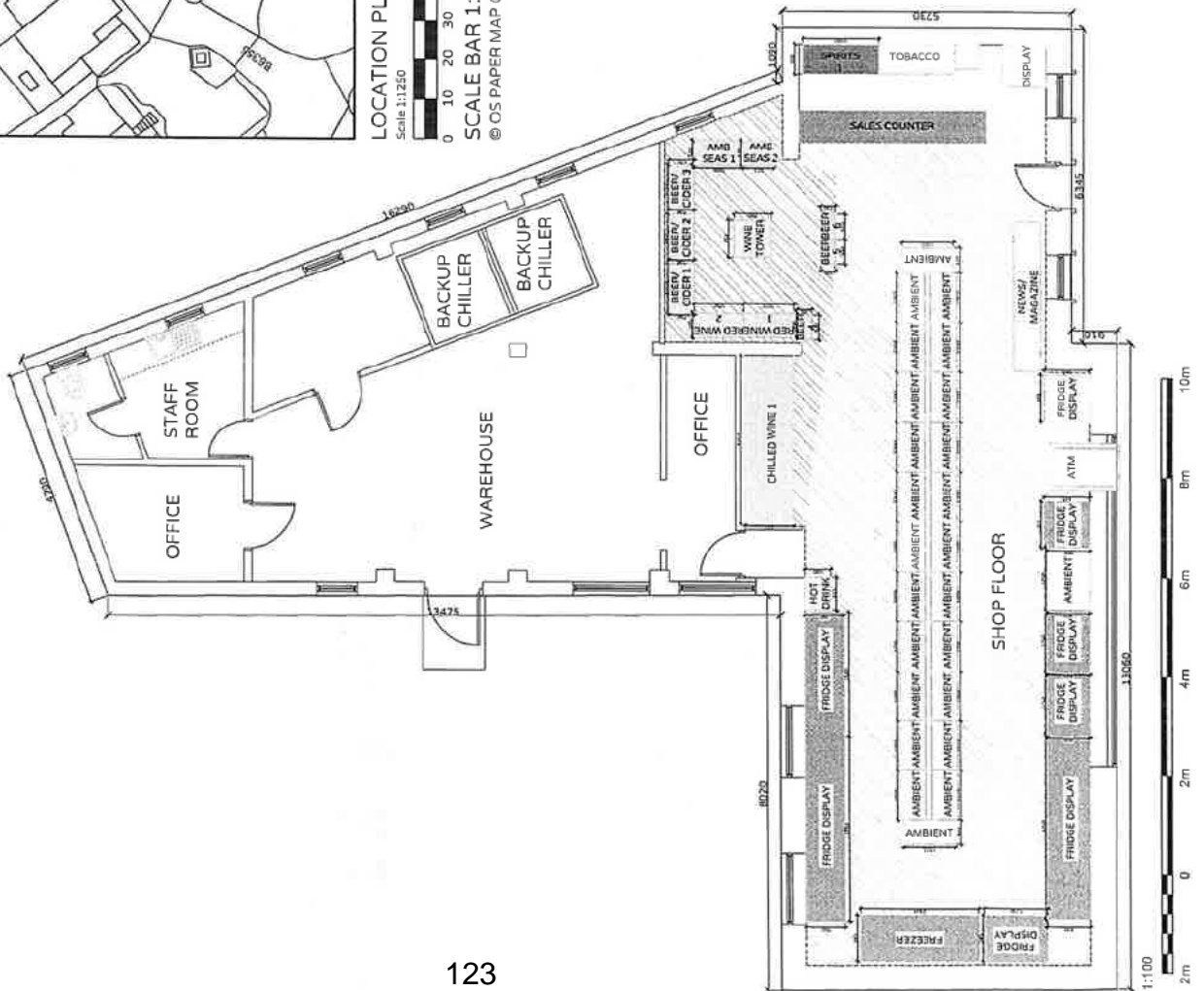


LOCATION PLAN
Scale 1:1250

0 10 20 30 40 50 100 M

SCALE BAR 1:1250

© OS PAPER MAP COPYING LICENCE - 100057038



1:100
2m 4m 6m 8m 10m

ALCOHOL DISPLAY AREA

TOTAL FLOOR AREA 15M²

MAXIMUM DISPLAY HEIGHT: 2.1M²

ITEM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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CODE	KEY
1	FIRE EQUIPMENT AND SUFFICIENT EQUIPMENT
2	SMALL NO. 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100
3	COUNTING UNIT (SEE NOTE 1)
4	UNIMATED COUNTER (SEE NOTE 1)
5	ALCOHOL DISPENSER (SEE NOTE 1)
6	ALCOHOL DISPENSER (SEE NOTE 1)
7	ALCOHOL DISPENSER (SEE NOTE 1)
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98	ALCOHOL DISPENSER (SEE NOTE 1)
99	ALCOHOL DISPENSER (SEE NOTE 1)
100	ALCOHOL DISPENSER (SEE NOTE 1)

WORKS

ALL WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE CURRENT BUILDING STANDARDS TECHNICAL HANDBOOK. ALL WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE FULL SATISFACTION OF THE INSPECTING BUILDING CONTROL OFFICER.

PERMITTED USE OF DRAWINGS

THIS DESIGN, DRAWING, SPECIFICATIONS AND ALL WORKS UNDERTAKEN IN RELATION TO THE NAMED PROJECT AND FOR THE USE ONLY OF THE CLIENT, AS NAMED IN THE TITLE BLOCK BY HELIX ARCHITECTURE STUDIO LTD, TO WHOM THEY HAVE BEEN ISSUED, NO RESPONSIBILITY IS ACCEPTED TO ANY THIRD PARTY FOR THE WHOLE OR ANY PART OF ITS CONTENTS.

THIS DRAWING AND THE INFORMATION CONTAINED HEREIN, ARE FOR LOCAL AUTHORITY STATUTORY APPROVAL PURPOSES ONLY, AND ARE NOT INTENDED, AND SHOULD NOT BE USED FOR ANY OTHER PURPOSES. THIS DRAWING, BEING THE LATEST REVISION ONCE APPROVED, MAY BE SUITABLE FOR CONSTRUCTION PURPOSES. IT MAY BE NECESSARY TO AUGMENT AND / OR AMEND THIS INFORMATION FOR THIS PURPOSE. NO LIABILITY WILL BE ACCEPTED FOR ANY OMISSION ON THIS DRAWING SHOULD THE DRAWING BE USED FOR CONSTRUCTION PURPOSES.

NO DETAILS AND / OR SPECIFICATION FOR SPECIALIST REPAIR OR REINSTATEMENT WORKS IS COVERED UNDER THE BUILDING WORKS. DEFINED, SPECIFIED, DETAILED OR OTHERWISE CARRIED OUT ON SITE IN RELATION TO RESTORATION, REMEDIAL REQUIREMENTS AND ANY OTHER REPAIR IN CONNECTION WITH, BUT NOT LIMITED TO, BASEMENTS, BASEMENT WATERPROOFING, DAMP-PROOF MEMBRANES, BASEMENT VENTILATION, FINISHES AND SERVICES CONTAINED THEREIN.

THIS DRAWING AND ASSOCIATED INFORMATION TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DRAWINGS, SPECIFICATIONS AND PROJECT INFORMATION.

DO NOT SCALE THIS DRAWING. USE FIGURED DIMENSIONS ONLY. ALL LEVELS AND DIMENSIONS TO BE CHECKED ON SITE. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE IMMEDIATE ATTENTION OF HELIX ARCHITECTURE STUDIO LTD.

REVISION:

HELIX
ARCHITECTURE STUDIO

17 Cockburn Street, Falkirk, FK1 1DJ
Tel: 01324 875723
Email: info@helixarchitecturestudio.com

CLIENT

GORDON EMSLIE

PROJECT

DUNS ROAD, GIFFORD,
HADDINGTON, EH41 4QW

DRAWING LICENSING DRAWING

SCALE
AS NOTED @ A3

DRAWN
SM/01/24

STATUS

DRAWING NO.
H192/LIC

REV

-

PERSONAL LICENCE

Fife Licensing Board

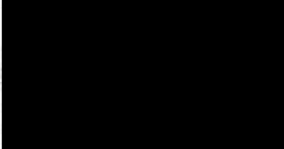
The holder of this licence is qualified and permitted to sell alcohol under the terms of the Licensing (Scotland) Act 2005

Licence number

FI 6398

Name and Address of Licence Holder

Prasanth Baskaran



Name of Issuing Licensing Authority

Fife Licensing Board

A handwritten signature in black ink, appearing to be 'J. B.', written over a horizontal line.

for Clerk to the Licensing Board

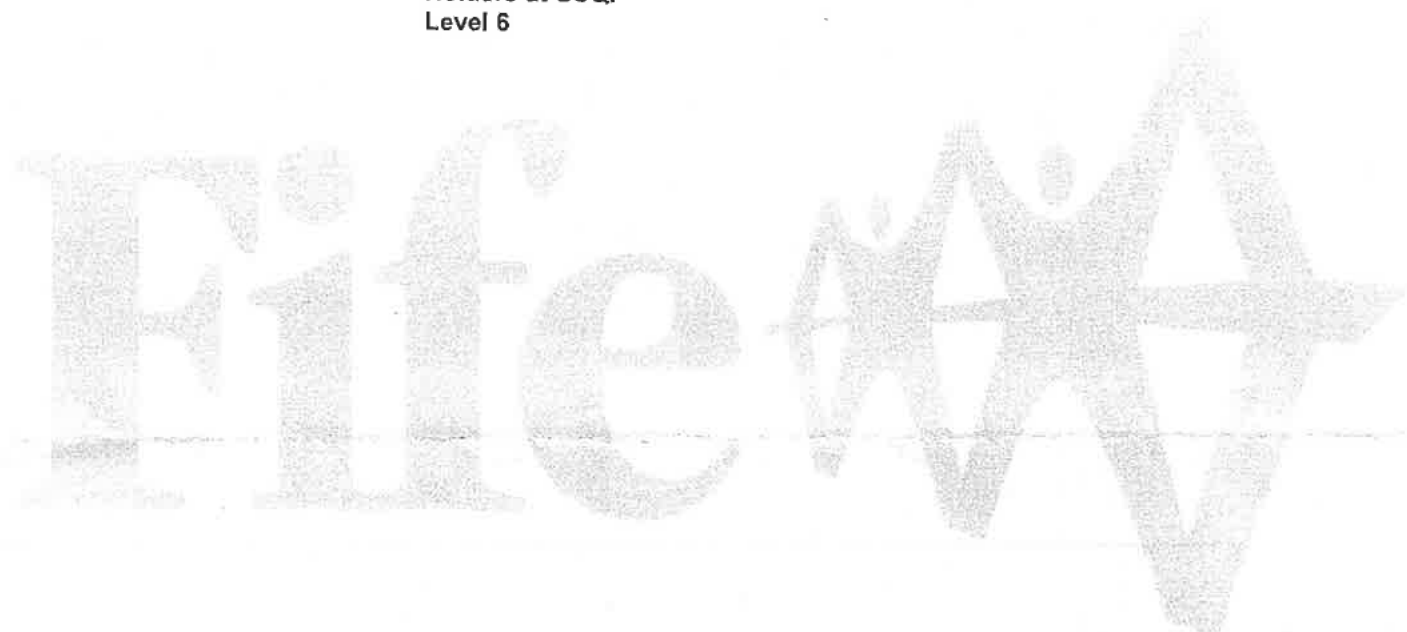
Expiry Date:
24 April 2033

ANNEX A

Training Record

Personal Licence number FI 6398

Dates of Training	Title of Course Completed	Awarding /Accrediting Body	Level Attained
19/10/2022	Scottish Certificate for Personal Licence Holders at SCQF Level 6	SQA	Passed



LICENSING BOARD

ANNEX B

Convictions for Relevant and Foreign Offences

Personal Licence number FI 6398

Offence

Court

Date

Penalty

Fife



LICENSING BOARD

ANNEX C

Endorsements

Personal Licence number - FI 6398

**Reason for
Endorsement**

**Name of
Licensing Board**

**Date of
Commencement**

Expiry Date

Fife



LICENSING BOARD

Licensing

From: Natasha Gregory <Natasha.Gregory@scotland.police.uk>
Sent: 14 April 2025 08:55
To: Licensing
Subject: REF 339.25
Attachments: OCC339.25 - APP.PDF

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

NPO

EAST LoTHIAN COUNCIL

LICENSING STANDARDS

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 28th April 2025

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATION(S) – OCC339-341/25

PRASANTH BASKARAN, PREMIER GIFFORD, DUNS ROAD, GIFFORD, EAST LoTHIAN

The applicant is Prasanth Baskaran who is a personal licence holder. Application has been made for 3 occasional licences for a retail premises at Premier in Gifford to allow off sales of alcohol. A provisional premises licence application has been submitted and will be heard at the licensing board meeting in May. I refer the board members to my report in relation to the provisional premises licence application.

The duration of the applications are:

OCC339/25 – 23rd May – 5th June 2025, 10am-10pm

OCC340/25 – 6th June – 19th June 2025, 10am-10pm

OCC341/25 – 20th June – 3rd July 2025, 10am-10pm

I refer the Board to Section 23.2 of the Statement of Licensing Policy:

23.2 - Section 59(6) of the Act specifies the grounds for refusal of an application for an Occasional Licence. These grounds include "that the Licensing Board considers the granting of the application would be inconsistent with one or more of the licensing objectives". These licensing objectives include: -

- *Securing public safety.*
- *Protecting and improving public health*
- *Protecting Children and Young Persons from harm.*

The scrutiny given to an application for a Premises Licence is not available where premises operate under a series of consecutive Occasional Licences. In the interests of securing public safety, and/or, for protecting and improving public health, the Board, considers that it is not appropriate for a premises to operate on a series of consecutive Occasional Licences, rather than apply for a Premises Licence. The Board will require an applicant to explain at a Hearing why an application for a Premises Licence is not being made unless the Clerk of the Board is satisfied that there are good reasons that prevent such an application, that are not within the control of the applicant.

Where an application is to allow premises to trade on a regular basis prior to a Premises Licence application having been determined, the application will be referred to the Board for consideration in the first instance.

In line with board policy above, I refer the applications to the Licensing Board for determination if the applicant can justify their request and if the measures detailed, promote the five licensing objectives for the grant of the occasional licences.

Licensing Standards Officer

OCC344/25

34872



PowG LSO (14)
Advet 1814

LICENSING (SCOTLAND) ACT 2005, SECTION 142

OCCASIONAL LICENCE APPLICATION FORM

4 (ii)

1st to 14th June '25.

Before completing this form please read the guidance notes.

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 or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

1. LICENCE DETAILS (see note 1)

Premises licence number (if applicable) EL0376 - Margiotta, 6D Hall Crescent

Personal licence number (if applicable) _____

Name of voluntary organisation (if applicable) _____

2. PERSONAL DETAILS

Title (delete as appropriate):

Mr / Mrs / Miss / Ms / Other (please state) _____

Surname JELCM Limited

Forenames _____

Date of birth (Day / Month / Year) _____

East Lothian Council
Licensing

11 APR 2025

www.eastlothian.gov.uk

Received

2. PERSONAL DETAILS (cont)

Address where ordinarily resident to be used for correspondence purposes

1/1a Newbridge Industrial Estate, Newbridge

Post town Edinburgh

Post code EH28 8PJ

Telephone Numbers

Daytime Tel. 0131 374 3636

Evening Tel. _____

Mobile No. _____

Fax No. _____

Email _____

3. THE PREMISES

Description of premises

Description of activities to be carried on in the premises – (including number of persons expected to attend)

The premises have been acquired by our clients, JELCM Limited, owned by members of the Margiotta family. They operate convenience stores in East Lothian and Edinburgh. It will operate on a similar basis, with a wide range of products.

~~Our clients already operate eight shops with licences, six in Edinburgh~~ plus two in East Lothian. The Licence is for off sales to allow them to add a range of beers, wines, spirits etc for their customers.

Full postal address of premises which this application refers to _____

Margiotta, The Hay Shed, 5 Longniddry Farm Steading, Longniddry, EH32 0QJ

4. DURATION OF LICENCE

Date: From Sunday 1st June 2025 To Saturday 14th June 2025

Time: From 10am To 10am

5. Is alcohol to be sold on & off the premises

YES ☐ NO ☒

Provide relevant details as to hours requested when alcohol will be sold on/off the premises.

Times for sale of alcohol for consumption on premises

Not Applicable

Times for sale of alcohol for consumption off premises

10am to 10pm

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

The shop may open from 7 am for the sale of general groceries, and other products normally sold in a convenience store, but no alcohol will be sold or supplied until the commencement of licensed hours.

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry?

YES ☐ NO ☐

(If answered yes the remainder of this section must be completed)

Ages of children or young persons permitted entry _____

Times at which children or young persons permitted entry _____

Parts of premises to which children or young persons permitted entry

7. CHECKLIST

I have (please tick for yes) made or enclosed payment of the fee for the application

YES ☒

8. Signature and declaration by applicant (see note 3)

DECLARATION

The contents of this Application are true to the best of my knowledge and belief.

Signature _____

Date _____

11/4/11

Macdonald Licensing
21a Rutland Square
Edinburgh, EH1 2BB
0131 229 6181
alistair@macdonaldlicensing.com

NOTES

1. Section 56 of the Licensing (Scotland) Act provides that only: –

- The holder of a premises licence;
- The holder of a personal licence; or
- A representative of any voluntary organisation

is eligible to apply for an occasional licence

2. Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are, a statement of the terms on which they are allowed entry

3. Data Protection Act 2018

The information on this form may be held on an electronic register which may be available to members of the public on request.

4. Information on the Licensing (Scotland) Act 2005 is available on the website of OPSI (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>)

PLEASE SUBMIT THIS SHEET WITH YOUR OCCASIONAL LICENCE APPLICATION FORM

SUPPLEMENTARY INFORMATION

1. Event

(a) Please detail the type of event (e.g. birthday party, anniversary, ceilidh, etc.)

Not Applicable

(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc.)

Background Music

2. Attendance

(a) Approximately how many people are expected to attend?

Not Applicable

(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)

Not Applicable

(c) In the main, what age group will form the majority of those attending?

Please tick one box

☐

Under 18

☐

18 - 30

☐

30 - 50

☐

over 50

Alcohol - Occasional Licence Application Form

10/1/02

2. (cont)

- (d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)

3. Stewarding

Please note it is an offence under the Private Security Industry Act 2001 to employ unlicensed door stewards.

Unpaid volunteers performing this function are not covered by the Act. More information can be found at Security Industry Authority.

- (a) Please state the number, if any, of stewards to be employed at the event.

Not Applicable

- (b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.

4. Layout Plans

Please indicate if -

- (a) there is a plan attached to a Public Entertainment Licence issued for the premises; or
(b) the premises relate to a members club which has been issued with a premises licence;
or
(c) if neither of the above, please attach a detailed layout plan of the venue with the application

Attached

East Lothian Council Licensing Board

5. Applications Lodged by Voluntary Organisations or Members Clubs Only

Please list the dates of previous occasional Licences granted by the Board between 1 January and 31 December

Not Applicable

6. Will alternatives to glass receptacles be provided?

Not Applicable

7. To what standard will those serving alcohol be trained?

Please provide details of any training certificate held.

Not Applicable

LICENSING OBJECTIVES

All holders of occasional licences must demonstrate how they will promote the 5 Licensing Objectives. Please provide practical examples of what you plan to do to comply with each objectives.

8. How will you prevent Crime and Disorder at the event?

Well operated premises, with well trained staff, plus CCTV System

9. How will you secure Public Safety at the event?

Newly refurbished premises designed to cater to the safety of customers

10. How will you prevent Public Nuisance at the event?

Background Music will be very low, plus immediately adjacent residential premises

11. How will you promote and protect Public Health at the event?

Client pride themselves on their healthy ranges, products plus customers showing signs and
intoxicated will be refused

12. How will you protect Children from harm at the event?

Strict Age Verfication Policy based on Challenge 25

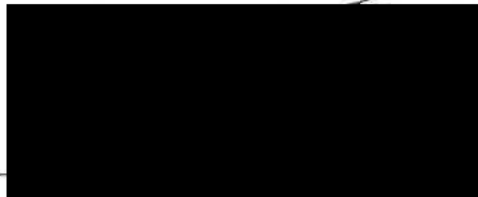
SIGNATURE AND DECLARATION BY APPLICANT

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))

The contents of this application are true to the best of my knowledge and belief.

Signature

A large black rectangular box redacting the signature of the applicant.

Date

11/4/15

East Lothian Council Licensing Board

Herkes, Gillian

From: Stephen Gibson <Stephen.Gibson@scotland.police.uk>
Sent: 16 April 2025 10:35
To: Licensing
Subject: OCC344/25 - OCC LIC APP - MARGIOTTA 01/06/25-14/06/25
Attachments: OCC344.25 - OCCLIC MARGIOTTA LONGNIDDRY 01.06-14.06.25 + SUPPLEMENTARY.PDF

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Morning

no police objections

PSOS ref 914946

regards

Stephen

EAST LoTHIAN COUNCIL

LICENSING STANDARDS

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 27th January 2025

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATION(S) – OCC344-347/25

JELCM LIMITED, MARGIOTTA, THE HAY SHED, 5 LONGNIDDDRY STEADING,
LONGNIDDDRY, EAST LoTHIAN, EH32 0QJ

The applicant is JELCM Limited who hold a premises licence withing East Lothian. Application has been made for 4 occasional licences for a new retail premises in a new development in Longniddry to allow off sales of alcohol. A provisional premises licence application has been received and will be heard at the May Licensing Board hearing. I have had no complaints in relation to the 2 premises that the applicant holds the premises licence for and found them to be well run when inspected.

The duration of the applications are:

OCC344/25 – 1st – 14th June 2025, 10am-10pm
OCC345/25 – 15th – 28th June 2025, 10am-10pm
OCC346/25 – 29th June – 12th July 2025, 10am-10pm
OCC347/25 – 13th July – 26th July 2025, 10am-10pm

I refer the Board to Section 23.2 of the Statement of Licensing Policy:

23.2 - Section 59(6) of the Act specifies the grounds for refusal of an application for an Occasional Licence. These grounds include "that the Licensing Board considers the granting of the application would be inconsistent with one or more of the licensing objectives". These licensing objectives include: -

- *Securing public safety.*
- *Protecting and improving public health*
- *Protecting Children and Young Persons from harm.*

The scrutiny given to an application for a Premises Licence is not available where premises operate under a series of consecutive Occasional Licences. In the interests of securing public safety, and/or, for protecting and improving public health, the Board, considers that it is not appropriate for a premises to operate on a series of consecutive Occasional Licences, rather than apply for a Premises Licence. The Board will require an applicant to explain at a Hearing why an application for a Premises Licence is not being made unless the Clerk of the Board is satisfied that there are good reasons that prevent such an application, that are not within the control of the applicant.

Where an application is to allow premises to trade on a regular basis prior to a Premises Licence application having been determined, the application will be referred to the Board for consideration

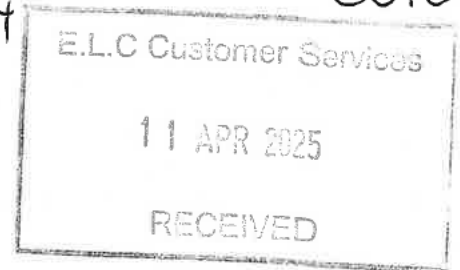
in the first instance.

In line with board policy above, I refer the applications to the Licensing Board for determination if the applicant can justify their request and if the measures detailed, promote the five licensing objectives for the grant of the occasional licences.

Licensing Standards Officer

OCC349/25
Amet 18/4

80167



8-14 July 25

LICENSING (SCOTLAND) ACT 2005, SECTION 142

OCCASIONAL LICENCE APPLICATION FORM

4 (iii)

Before completing this form please read the guidance notes.

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 or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

1. LICENCE DETAILS (see note 1)

Premises licence number (if applicable) EL1407

Personal licence number (if applicable) _____

Name of voluntary organisation (if applicable) _____

2. PERSONAL DETAILS

Title (delete as appropriate):

Mr / ~~Mrs~~ / ~~Miss~~ / ~~Ms~~ / Other (please state) _____

Surname MIDDLETON

Forenames NIAL

Date of birth (Day / Month / Year) [REDACTED]

11 APR 2015

RECEIVED

2. PERSONAL DETAILS (cont)

Address where ordinarily resident to be used for correspondence purposes

[REDACTED]

Post town

[REDACTED]

Post code

[REDACTED]

Telephone Numbers

Daytime Tel.

Evening Tel.

Mobile No.

[REDACTED]

Fax No.

Email

Niall@cargbars.co.uk

3. THE PREMISES

Description of premises

RENAISSANCE GOLF CLUB

DP WORLD TOUR - SCOTTISH GOLF OPEN

Description of activities to be carried on in the premises – (including number of persons expected to attend)

SCOTTISH GOLF OPEN - 80,000 ~~100~~ TICKET HOLDERSOVER 5 DAYS FROM WED 9TH JULY - SUNDAY 13TH JULY.

Full postal address of premises which this application refers to

RENAISSANCE GOLF COURSE - EXCLUDING PRIVATE HOSPITALITY

SERVICES, AND LICENCED OUTHOUSE, - COWDEN HILL DRIVE

NORTH BERWICK - EH39-5HS

11 APR 2025

RECEIVED

4. DURATION OF LICENCE

Date: From TUESDAY 8th JULY To MONDAY 14th JULY
Time: From 10AM To 11 PM.

5. Is alcohol to be sold on & off the premisesYES ☐ NO ☒

Provide relevant details as to hours requested when alcohol will be sold on/off the premises.

Times for sale of alcohol for consumption on premises

10AM - 11 PM.

Times for sale of alcohol for consumption off premises

N/A.

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

7AM GOLF T'S OFF.

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry?YES ☒ NO ☐

(If answered yes the remainder of this section must be completed)

Ages of children or young persons permitted entry ALL AGES

Times at which children or young persons permitted entry ALL TIMES

Parts of premises to which children or young persons permitted entry

THE ENTIRE TICKETED SITE.

UNDER 16 YEAR OLDS HAVE TO BE ACCOMPANIED BY

Alcohol - Occasional Licence Application Form

AN ADULT



7. CHECKLIST

I have (please tick for yes) made or enclosed payment of the fee for the application

8. Signature and declaration by applicant (see note 3)

DECLARATION

The contents of this Application are true to the best of my knowledge and belief.

Signature

Date

9th APR 2025.

NOTES

1. Section 56 of the Licensing (Scotland) Act provides that only: –

- The holder of a premises licence;
- The holder of a personal licence; or
- A representative of any voluntary organisation

is eligible to apply for an occasional licence

2. Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are, a statement of the terms on which they are allowed entry

3. Data Protection Act 2018

The information on this form may be held on an electronic register which may be available to members of the public on request.

4. Information on the Licensing (Scotland) Act 2005 is available on the website of OPSI (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>)

PLEASE SUBMIT THIS SHEET WITH YOUR
OCCASIONAL LICENCE APPLICATION FORM

E.L.C Customer Services

11 APR 2025

RECEIVED

SUPPLEMENTARY INFORMATION

1. Event

(a) Please detail the type of event (e.g. birthday party, anniversary, ceilidh, etc.)

SCOTTISH GOLF OPEN

(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc.)

LIVE MUSIC IN THE 'VILLAGE AREA' OF
THE SITE

2. Attendance

(a) Approximately how many people are expected to attend?

DAILY 15,000. - 20,000. TICKET HOLDERS

(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)

TICKET SALES FROM PREVIOUS EVENTS

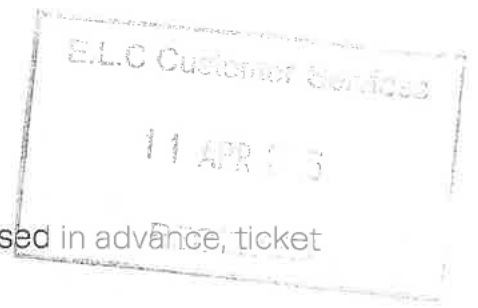
(c) In the main, what age group will form the majority of those attending?
Please tick one box

☐ Under 18

☐ 18 - 30

☒ 30 - 50

☐ over 50



2. (cont)

- (d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)

TICKET PURCHASED IN ADVANCE.

3. Stewarding

Please note it is an offence under the Private Security Industry Act 2001 to employ unlicensed door stewards.

Unpaid volunteers performing this function are not covered by the Act. More information can be found at Security Industry Authority.

- (a) Please state the number, if any, of stewards to be employed at the event.

SECURITY STUWARD SUPPLY THE STEWARDS.

- (b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.

4. Layout Plans

Please indicate if –

- (a) there is a plan attached to a Public Entertainment Licence issued for the premises; or
(b) the premises relate to a members club which has been issued with a premises licence; or
(c) if neither of the above, please attach a detailed layout plan of the venue with the application

SEE PLAN ATTACHED.

5. Applications Lodged by Voluntary Organisations or Members Clubs Only

Please list the dates of previous occasional Licences granted by the Board between 1 January and 31 December

A LICENSE WAS GRANTED FOR THE SUMMER
EVENT IN JULY 2024.

6. Will alternatives to glass receptacles be provided?

BIODEGRADABLE CUPS WILL BE USED.

7. To what standard will those serving alcohol be trained?

Please provide details of any training certificate held.

A PLH WILL BE ON EVERY BAR AT ALL TIMES.
IN ADDITION A SENIOR MANAGEMENT TEAM OF 5
ALL HOLD A PLH.

LICENSING OBJECTIVES

All holders of occasional licences must demonstrate how they will promote the 5 Licensing Objectives. Please provide practical examples of what you plan to do to comply with each objectives.

8. How will you prevent Crime and Disorder at the event?

SEE ALCOHOL MANAGEMENT PLAN (AMP)

9. How will you secure Public Safety at the event?

SEE AMP.



10. How will you prevent Public Nuisance at the event?

SEE AMP

11. How will you promote and protect Public Health at the event?

SEE AMP

12. How will you protect Children from harm at the event?

1 SEE AMP

SIGNATURE AND DECLARATION BY APPLICANT

**IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION
WITH THIS APPLICATION**

(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))

The contents of this application are true to the best of my knowledge and belief.

Signature

Date

9th April 2024

Alcohol Management Plan

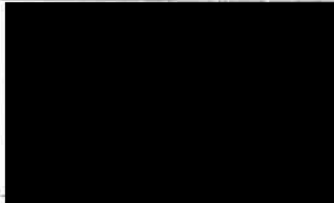



Name of Event	Genesis Scottish Open 2025
Date of Event	8th July - 14th July (incl)
Date Document Completed	9/4/25 (v1.0)
Document Author	Mark Thompson (Cargo Bars)
Document Version Number	V1.0

Contents

Page 3	Applicants Details & Details of Event
Page 4	Management structure & Alcohol outlets
Page 5	SIA Security
Page 6	Site Location and layout plans
Page 7,8,9	Overall Alcohol Details, Policies and Staff Training
Pages 10,11,12	Licensing Objectives
Pages 13,14	Appendix 1 - Details of personal licence holders

Applicants Details

Name	Mr. Niall Middleton
Address	
Telephone/Mobile Number	
Email Address	niall@cargobars.co.uk

Details of Event

Name and address of location	The Renaissance Club, Cowden Hill Drive, North Berwick, EH39 5HS
Location Description	International golf event taking place at world famous Renaissance golf course
Date(s) of Event	8/7/25 - 14/7/25 (incl)
Time of the event Start Time? End Time?	Play begins around 7am every morning - bars open 10am - play concludes on course approx 7/8pm - village bar remains open after play finishes for band / dj / performer entertainment (concludes and bars closed no later than 11pm, but anticipated earlier) please also note that 8th covers us for potential sponsor hospitality only (not open to public and 14th covers the highly unlikely event of play running over into Monday.
Estimated number of people anticipated at the event.	80,000
Conditions of Entry	Fully ticketed event - children must be accompanied by an adult
How many alcohol outlets will be in operation?	6 areas / 7 bars (incl a sponsor bar in Village)

Management Structure

Name of Organisers	DP World Tour
Registered Address	DP World Tour, Wentworth Drive, Virginia Water, Surrey, GU25 4LZ

Alcohol Outlet(s)

Bar - Village main bar - an approximately 20m wooden bar structure under a stretch tent cover

Bar - Buffalo Trace bar - A small approximately 7m bar structure underneath a stretch tent canopy with Buffalo trace theming. (Sampling activity will occur here)

Bar - Ticket+ - A 12m bar within a luxury marquee / grandstand / terrace structure

Bar - Hole 6 bar (Eden Mill bar) - A approx 28m bar under a stretch tent structure lightly themed around Eden Mill (gin sponsor for event)
(Sampling activity will occur here)

Bar - Hole 10-12 bar - a 20ft container bar (specific location tbc - but notified prior to event commencement, location needs utilities and grounds sign off)

Bar - Hole 14 bar (Forth View bar) - A 20ft and an adjacent 30ft container bar

Bar - Hole 17 bar - A 10ft container bar

Please see appendix 1 at end of this document for a list of all personal licence holders working at this event. An updated list with locations of work and relevant contact details will be supplied to relevant persons no less than 2 weeks prior to the event beginning.

SIA Security Details

Name of Company/Individual providing Security	Security Scotland
Registered address	1st Floor, 159 Broad Street, Glasgow, G40 2QR
Contact telephone number	0141 433 8040
Brief Description of Roles and Responsibilities	To provide all event related security and stewarding operations (both SIA and none SIA - including SIA provision in vicinity of all bar areas)

All stewards and SIA staff will be radio linked, both to security managers and event control.

Site Location and layout plans

To follow asap when updated for 2025 (prior to May board)

Overall Alcohol Details & Policies

Name of Individual with overall licensed control of event	Niall Middleton
Address	
Contact Numbers (including any mobile number)	
Email Address (use block capitals)	niall@cargobars.co.uk
Personal Licence Holder Details	
Name of Issuing Authority	East Lothian
Personal Licence Number	EL1407
Date of Expiry of Licence	17/7/27

Please note - individual bar descriptions can be found on page 4 of the document and a site plan of licensed area and bar locations can be found on page 6 of this document

- * ALL staff will either be personal licence holders or have undertaken the mandatory 2 hour licensing training and a record held on site. It is proposed to hold all paper copies within the bar admin office located in the Village and will be available at all times of operation for inspection by LSO or Police Scotland
- * All alcohol will be sold via a card transaction.
- * All drinks will be sold decanted into either a reusable pint or half pint cup (lined and government stamped) or a single use fully eco biodegradable single use cup in pint or half pint denominations, lined and government stamped or in the case of soft drinks ONLY we will offer customers a straw and no glass if preferred, these cans will always be served open (this is a more sustainable option)
- * Where appropriate a suitable queueing system will be in operation at a bar, suitably controlled by SIA and steward staff
- * All mandatory signage will be clearly and visibly displayed (including but not limited to Challenge 25 / free drinking water / weights and measures / section 110, etc)

- * All alcohol sales will meet and exceed minimum unit pricing requirements
- * Drinking water will be freely available from all bars, either from a bar top dispenser or from a drinking water dispense point located next to or very close to a bar (cups freely available)

Staff Training Details

All staff will have undertaken a 2 hour licensing course with records available on site. The only exception to this will be personal licence holders.

Policies

Age Verification Policy

A robust Challenge 25 system will be in operation at all bars at all times alongside a refusal log.

Refusal Policy

In the event of a refusal of service for alcohol, water will be offered, a record made in the refusal log and if deemed necessary by the bar manager for the relevant area, security or medical staff will assist, in line with event medical and security plans.

Drugs Policy

Our event venue will operate a policy of zero tolerance with regards to drugs use/supply on premises, and admission will be refused to anyone suspected of being under the influence of drugs.

A policy for searching patrons, on entrance to the premises, will be in place with suitable and clear signage being displayed to inform customers of the premises policy.

Should any drugs be found, the confiscation of drugs will be witnessed, logged in the incident log book and the drugs handed to the most senior member of management, who will secure them in a secure designated place such as a drug safe or lockable filing cabinet. Onsite police will be contacted as soon as possible.

Members of staff will be briefed prior to the event, to consider some, or all, of the following symptoms when considering whether a person is displaying signs of drugs misuse:

- * Dilated pupils. Pupils appear very large and almost hide the eye colour
- * Pinpoint pupils which may indicate the use of heroin or other banned substances
- * White marks/traces of powder around the nostrils
- * Appearing intoxicated but without the characteristic smell of alcohol
- * Marked alteration in behaviour following a trip to the toilet

Dispersal Policy

Once play has passed an area / hole the bar will close and security will begin a sweep towards the exit behind play in an orderly but not rushed fashion. Stewards / SIA will be positioned at exit points to reinforce the appropriately signed fact that drinks can not be removed from the premises. Security staff will be briefed for welfare items, such as the location of bus stops, taxi pick up points and train stations etc.

Licensing Objectives

Preventing Crime and Disorder

- * We will ensure that a suitable number of security staff are present at all times of event operation.
- * Where appropriate a system of searching all / or a percentage of customers (and their baggage) at the point of entry to the premises using appropriate and effective search techniques.
- * We shall ensure that regular checks are carried out by management and security to establish that no illegal drugs or other harmful articles or substances have been brought into or are being used on the premises.
- * The refusal log will be inspected and signed by the Event Licence holder or a senior member of staff, on a regular basis
- * A suitable dispersal policy will be in operation
- * A large number of personal licence holder will be present on the event site at all times of bar operation
- * All drinks will be served in an alternative to a glass container

Security Public Safety

- * Adequate fire fighting measures and equipment will be in place for the duration of the event.
- * No drinks will be served to a customer in a glass vessel
- * Adequate first aid and medical provision will be on site for all times of event operation
- * The event has been fully risk assessed and copies are with relevant persons / bodies
- * All staff serving alcohol will be appropriately trained in accordance with the licensing act 2005

- * Adequate security provision will always be on site for the event operation hours
- * Adequate clean and stocked hygiene facilities will always be available during event operation hours both for patrons and staff

Preventing Public Nuisance

- * Amplified announcements / music / entertainment noise levels will be controlled so that they are non-intrusive / low level at any neighbouring residential properties.
- * We will provide litter bins in the vicinity of all bars and throughout main event areas.
- * Any emptying of bottles shall not occur between the hours of 21.00-09.00. (this will only take the form of spirit bottles)
- * Smoking will only take place in open air areas of the event and away from all forms of service counter

Protecting and Improving Public Health

- * All staff will have had training in identifying signs of excessive intoxication and an enhanced awareness of vulnerability through intoxication via appropriate licensing training.
- * Hand washing facilities will be provided at all bars for the use of bar staff in accordance with Regulation (EC) No. 853/2004 on the hygiene of foodstuffs.
- * Signs will be displayed in such a way as to make staff, customers and visitors aware that smoking is prohibited in certain areas.
- * Where a part of the event is to be held in a building, a marquee or any other temporary structure, it will for the duration of the event, be designated as a No Smoking area.

Protecting Children and Young Persons from Harm

- * Children and young persons are not permitted to be unaccompanied at any bar counter or bar servers area.
- * Stewards will regularly circulate the premises throughout the event to ensure that under 18s do not obtain access to alcohol
- * Male and female toilets will be accessible without having to pass through an area that is located close to a bar or bar queuing area, these facilities will remain open at all times the event site remains open.
- * The Licence Holder shall provide containers for the disposal of soiled nappies within dedicated baby change / disabled toilet areas
- * Documentation presented as verification of age will be required to be of a type prescribed in the Licensing (Scotland) Act 2005 or Regulations under that Act as suitable for that purpose.

Appendix 1

Personal licence holder details;

(Cargo Bars senior management team)

Name - Niall Middleton

Licence issued by - East Lothian Council

Licence no - EL1407

Expires - 17/7/27

Name - Mark Thompson

Licence issued by - Edinburgh

Licence no - 351326

Expires - 27/6/32

Name - Sarah Barker

Licence issued by - Edinburgh

Licence no - 523356

Expires - 22/4/34

Name - Jon Wyles

Licence issued by - Edinburgh

Licence no - 477230

Expires - 5/10/32

(Cargo Bars individual bar managers)

Name - Andrew Glen Blake

Licence issued by - Edinburgh

Licence no - 531017

Licence expires - 30/7/34

Name - Jemma Jane Mackenzie

Licence issued by - Edinburgh

Licence no - 471313

Expires - 20/3/32

Name - Scott Fraser Woloszyn

Licence issued by - Midlothian

Licence no - MID0697

Expires - 28/4/33

Name - Rosa Georgiou

Licence issue pending (Edinburgh)

Name - Kinga Masternak

[REDACTED] details to follow prior to May board)

Name - Rhona Hunter
Licence issued by - Edinburgh
Licence no - (to follow prior to May board)
Expires - (to follow prior to May board)

Name - Jordan Jones
Licence issued by - Edinburgh
Licence no - 470817
Expires - 10/3/32

Quality and compliance manager

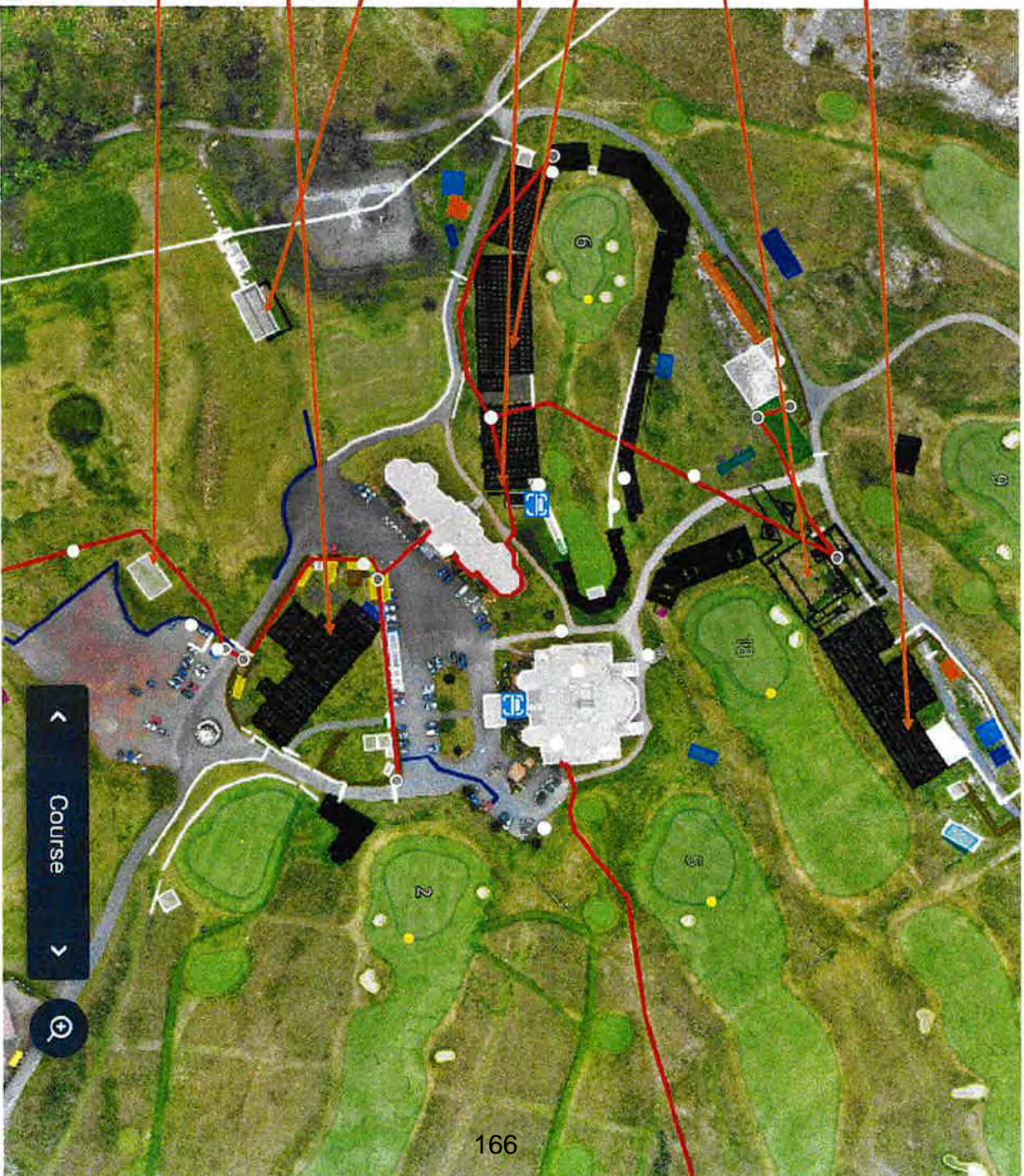
Name - Jamie McLeod
Licence issued by - East Lothian
Licence no - EL2069
Expires - 3/8/33

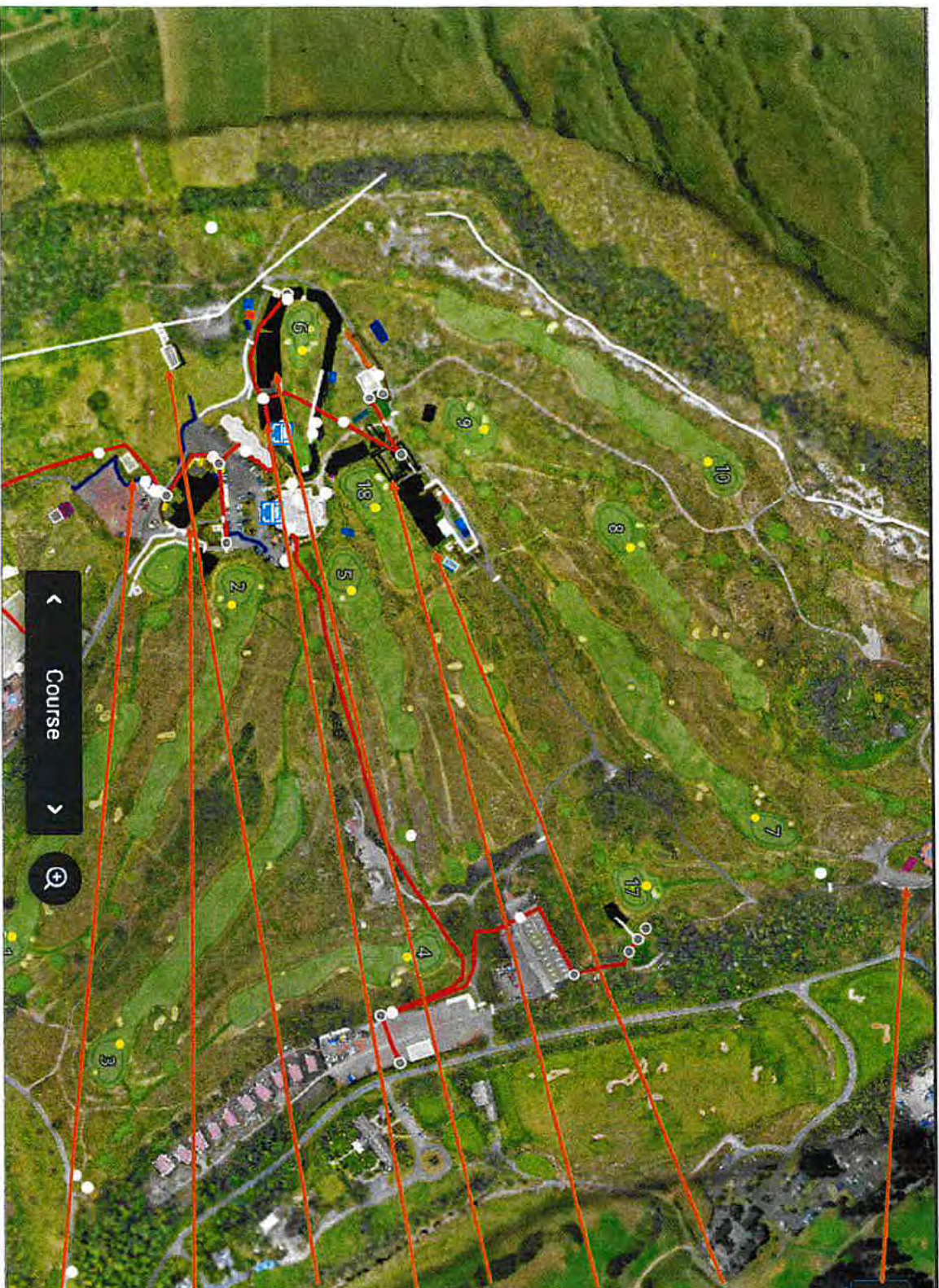
(Cargo Bars stand in manager - currently not working the event but would be first in place in the event of drop outs / illness)

Name - Kieran Middleton
Licence issued by - Edinburgh
Licence no - 323178
Expires - 15/3/26

PLEASE NOTE, CLOSER TO EVENT COMMENCEMENT A LIST OF CONTACT DETAILS AND WORK LOCATIONS WILL BE PROVIDED TO ALL RELEVANT PERSONS / BODIES

Shared Structure:
Green on 18 Hospitality
Partners Pavilion
Double decker structure
Genesis Lounge
Partners Chalets x 6
Media Café
Players Café – Driving
Range
Shared Structure:
Media & Staff Dining
Caddies
Creche





- 18 Players Family On course
cafe
- 17 Shared Structure:
Green on 18 Hospitality
- 16 Partners Pavilion
- 15 Double decker structure
- 14 Genesis Lounge
- 13 Partners Chalets x 6
- 12 Media Café
- 11 Players Café – Driving
Range
- 10 Shared Structure:
Media & Staff Dining
- 9 Caddies
- 8 Creche

Herkes, Gillian

From: Stephen Gibson <Stephen.Gibson@scotland.police.uk>
Sent: 16 April 2025 12:23
To: Licensing
Subject: OCC349/25 - OCC LIC APP RENAISSANCE GC HOSPITALITY 08/07/25-14/07/25
Attachments: OCC349 APPLICATION.PDF

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Afternoon,

No police objections

PSOS ref 915447

Regards

Stephen

EAST LoTHIAN COUNCIL

LICENSING STANDARDS

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 7th May 2024

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATIONS – OCC349/25

**NIALl MIDDLETON, GENESIS SCOTTISH OPEN, RENAISSANCE GOLF COURSE, ON COURSE
HOSPITALITY EAST LoTHIAN, EH39 5HS**

The applicant is Niall Middleton who is a personal licence holder. Application has been made for an occasional licence for the Genesis Scottish Open at Renaissance Golf Club and Course. The applicant proposes 7 bars across the course. The applicant has confirmed that the whole of the course will form the licensed area with the exception of the hospitality outlets that will be licensed separately by another provider. This is the second year that Mr Middleton has run the on-course sale of alcohol at this event. On visiting the event last year, I found full compliance with the occasional licence and the bars well run. He employs a senior management team who oversee the operations and there were personal licence holders on each bar. Staff were knowledge able when asked questions.

The application is for the following on sales hours:

Tuesday 8th July – Monday 14th July 2025, 10am – 11pm daily.

I refer the board to section 20.1 and 22.12 and of the Statement of Licensing Policy:

20.1 - For applications relating to premises licences and occasional licences, the Board's general policy on the licensed hours for the sale of alcohol for consumption on the premises is:

*11.00 am to 11.00 pm Monday to Wednesday (inclusive)
11.00 am to 1.00 am Thursday to Saturday (inclusive)
11.00 am to 12.00 midnight on Sunday
Outside areas 11.00 am to 10.00 pm Monday to Sunday (inclusive)*

22.12 - Applications for occasional licences should be within the on-sale hours stated in this policy or that of the associated premises. Any applications for times out with this will not be granted on delegated powers and will be required to be heard at a licensing board hearing for determination. Applicants will be required to provide a clear and detailed justification as to why hours out with policy have been requested. Applicants should be mindful of section 22.10 above as applications submitted no later than 42 day may not be processed in time for a Board hearing before the event.

The application has a requested-on sales before policy hours (11am) at 10am.

As this is a large event with around 70,000 spectators the applicant has submitted an Alcohol and Drug Management Plan.

I recommend the following conditions be considered:

- 1) The Alcohol and Drug Management Plan and Event Plan submitted prior to the event will be adhered to for the duration of the event.
- 2) Individual personal licence holders are allocated to manage to each of the bars at all times and all staff involved in the sale and/or supply of alcohol should have received the two hours mandatory training, as required under the legislation.

In accordance with board policy above, I refer the applications to the Licensing Board for determination if the applicant can justify their request and if the measures demonstrated promote the five licensing objectives for the grant of the occasional licences.

Licensing Standards Officer

LICENSING (SCOTLAND) ACT 2005, SECTION 142

OCCASIONAL LICENCE APPLICATION FORM

4 (iv)

Before completing this form please read the guidance notes.

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 or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

1. LICENCE DETAILS (see note 1)

Premises licence number (if applicable) _____

Personal licence number (if applicable) 341015

Name of voluntary organisation (if applicable) _____

2. PERSONAL DETAILS

Title (delete as appropriate):

Mr / Mrs / **Miss** / Ms / Other (please state) _____

Surname Fleming

Forenames Helen Jane

Date of birth (Day / Month / Year)

2. PERSONAL DETAILS (cont)

Address where ordinarily resident to be used for correspondence purposes

Post town _____ Post code _____

Telephone Numbers

Daytime Tel. _____ Evening Tel. _____

Mobile No. _____

Fax No. _____ Email helen.fleming@heritageportfolio.co.uk

3. THE PREMISES

Description of premises

The Genesis Scottish Open Golf

Large scale event – temporary

Description of activities to be carried on in the premises – (including number of persons expected to attend)

Sporting event – large scale

Hospitality for up to 700 people per day in 4 hospitality structures

Full postal address of premises which this application refers to _____

Renaissance Club Cowden Hill Drive, Dirleton, EH39 5HS

The actual licence applications refer to the temporary structures located at this postal address as detailed below –

- Partners Pavilion – 12 on map
- Partners Chalet (pavilion) – 13 on map
- Genesis Lounge - 11 on map
- Caddies, Staff and Media Dining areas - 16 on map - including outside seated area to be licenced specifically to cover supplier party, evening dinners and volunteer's party (and around client's requirements in the unlikely event this arises)
- On the most recent information received it appears that the volunteers party may take place at the Volunteers HQ – 1 on map

The below areas should not typically be serving alcohol, this has been done as a precautionary measure in case the client requests this. We will not be promoting alcohol sales.

- Media Café (within media centre) - 19 on map
- Players Café (the range café or players and caddie's cafe) - 2 on map
- Players Café on course (halfway house or 6th hole catering) – 10 on map

For all areas any outside area enclosed (which forms part of that specific unity) also to be included in licence for that particular structure. Drinks will be served/decanted in to disposables for outside and guests will not be permitted to take alcohol from the area to another part of the site.

All numbers refer map 1 map with exception of Volunteer's HQ which is on map 2

4. DURATION OF LICENCE

Date: From 5th July 2025

To 14th July 2025

Time: From 10:00 am

To 01:00 am

5. Is alcohol to be sold on & off the premises

YES ☐ NO ☒

Provide relevant details as to hours requested when alcohol will be sold on/off the premises.

Times for sale of alcohol for consumption on premises

10:00 am to 01:00 am

Times for sale of alcohol for consumption off premises

n/a

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

n/a

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry?

(If answered yes the remainder of this section must be completed)

☐

Ages of children or young persons permitted entry

0-17

Times at which children or young persons permitted entry All times

Parts of premises to which children or young persons permitted entry

Hospitality - child numbers are less than 10 based on previous information

7. CHECKLIST

I have (please tick for yes) made or enclosed payment of the fee for the application

YES ☒

8. Signature and declaration by applicant (see note 3)

DECLARATION

The contents of this Application are true to the best of my knowledge and belief.

Signature



Date

12.05.25

NOTES

1. Section 56 of the Licensing (Scotland) Act provides that only: –

- The holder of a premises licence;
- The holder of a personal licence; or
- A representative of any voluntary organisation

is eligible to apply for an occasional licence

2. Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are, a statement of the terms on which they are allowed entry

3. Data Protection Act 2018

The information on this form may be held on an electronic register which may be available to members of the public on request.

4. Information on the Licensing (Scotland) Act 2005 is available on the website of OPSI (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>)

PLEASE SUBMIT THIS SHEET WITH YOUR
OCCASIONAL LICENCE APPLICATION FORM

SUPPLEMENTARY INFORMATION

1. Event

- (a) Please detail the type of event (e.g. birthday party, anniversary, ceilidh, etc.)

Genesis Scottish Open Golf

- (b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc.)

For the areas under our responsibility and application, there will be live sport but no live entertainment (may be

Q&A's with ex professionals and atmospheric background music also shown on screens in multiple areas)

In non hospitality areas, there is a pop up stage with live music

2. Attendance

- (a) Approximately how many people are expected to attend?

76,000 over four days

This application is for Hospitality only which is for 700 per day

- (b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)

Previous events and ticket sales forecast

- (c) In the main, what age group will form the majority of those attending?
Please tick one box

☐ Under 18

☒ 18 - 30

☒ 30 - 50

☐ over 50

2. (cont)

- (d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)

Tickets are purchased in advance

3. Stewarding

Please note it is an offence under the Private Security Industry Act 2001 to employ unlicensed door stewards.

Unpaid volunteers performing this function are not covered by the Act. More information can be found at Security Industry Authority.

- (a) Please state the number, if any, of stewards to be employed at the event.

Security is the responsibility of the tournament governing body, Genesis Scottish Open delivered by the DP World Tour/PGA

- (b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.
-

4. Layout Plans

Please indicate if -

- (a) there is a plan attached to a Public Entertainment Licence issued for the premises; or
- (b) the premises relate to a members club which has been issued with a premises licence; or
- (c) if neither of the above, please attach a detailed layout plan of the venue with the application
-
-
-

5. Applications Lodged by Voluntary Organisations or Members Clubs Only

Please list the dates of previous occasional Licences granted by the Board between 1 January and 31 December

n/a

6. Will alternatives to glass receptacles be provided?

Both glass and bio-degradable options will be used

7. To what standard will those serving alcohol be trained?

Please provide details of any training certificate held.

All areas will have a Personal Licence Holder present

All staff have completed as a minimum the mandatory 2 hour licencing training

LICENSING OBJECTIVES

All holders of occasional licences must demonstrate how they will promote the 5 Licensing Objectives. Please provide practical examples of what you plan to do to comply with each objectives.

8. How will you prevent Crime and Disorder at the event?

For all of the licencing objectives, our staff event specific site training and daily staff briefs

will cover our responsibilities and duties in relation to provision of alcohol and we will work with

the client on site collaboratively in this approach. We will initiate and promote responsible drinking protocols.

9. How will you secure Public Safety at the event?

By partnering with the client on site our management and staff will be briefed to be aware of

any potential situations and report these. All staff trained on evacuation and safety procedures and first aiders in all our areas

10. How will you prevent Public Nuisance at the event?

We will work with the client on site and event security to act upon any incidences which may cause a disturbance

to guests and the event professionals. We will also advocate responsible drinking.

11. How will you promote and protect Public Health at the event?

This will be managed through responsible service of alcohol, implementing Challenge 25 and refusing service/

/documenting this if this is required. Offering smaller volumes and non/low alcohol options and drinking water stations.

Products will be sourced through a vendor governance supply chain to ensure legitimate quality products.

12. How will you protect Children from harm at the event?

Children will not be permitted around the bar areas and staff will be vigilant to check children

are accompanied by a responsible adult. Signage will clearly detail areas not to be accessed by children.

SIGNATURE AND DECLARATION BY APPLICANT

**IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION
WITH THIS APPLICATION**

(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))

The contents of this application are true to the best of my knowledge and belief.

Signature



Date

08.04.25

Herkes, Gillian

From: Stephen Gibson <Stephen.Gibson@scotland.police.uk>
Sent: 16 April 2025 12:00
To: Licensing
Subject: OCC348/25 - OCC LIC APP - RENAISSANCE GOLF CLUB
Attachments: OCCASIONAL_LICENCE_APPLICATION_FORM (1) GENESIS SCOTTISH OPEN
HERITAGE PORTFOLIO 08.04.25_CPCHECKED.PDF

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Afternoon

No police objections

PSOS ref 914976

regards

Stephen

EAST LoTHIAN COUNCIL

LICENSING STANDARDS

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 12th May 2025

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATIONS – OCC348/25

HELEN FLEMING, HOSPITALITY MARQUEES/OUTLETS, GENESIS SCOTTISH OPEN,
RENAISSANCE GOLF CLUB, EAST LoTHIAN, EH39 5HS

The applicant is Helen Fleming who is a personal licence holder. Application has been made for an occasional licence for the multiple hospitality marquees/outlets at the Genesis Scottish Open at Renaissance Golf Club. The applicant proposes bars as detailed on the application and the layout plan.

The application is for the following on sales hours:

Saturday 5th July – Monday 14th July 2024, 10am – 1am daily.

I refer the board to section 20.1 and 22.12 and of the Statement of Licensing Policy:

20.1 - For applications relating to premises licences and occasional licences, the Board's general policy on the licensed hours for the sale of alcohol for consumption on the premises is:

11.00 am to 11.00 pm Monday to Wednesday (inclusive)

11.00 am to 1.00 am Thursday to Saturday (inclusive)

11.00 am to 12.00 midnight on Sunday

Outside areas 11.00 am to 10.00 pm Monday to Sunday (inclusive)

22.12 - Applications for occasional licences should be within the on-sale hours stated in this policy or that of the associated premises. Any applications for times out with this will not be granted on delegated powers and will be required to be heard at a licensing board hearing for determination. Applicants will be required to provide a clear and detailed justification as to why hours out with policy have been requested. Applicants should be mindful of section 22.10 above as applications submitted no later than 42 days may not be processed in time for a Board hearing before the event.

The application has a requested-on sales after the terminal policy hour of 2300 on the Monday - Wednesday (1am request) and Midnight on 2 Sundays (1am requests). The daily commencement for on sales requested is 10am, out with Board Policy on sales hours which start at 11am.

As this is a large event and the applicant has been asked to submit an Alcohol and Drug Management Plan.

I recommend the following conditions be considered:

- 1) The Alcohol and Drug Management Plan and Event Plan submitted prior to the event will be adhered to for the duration of the event.
- 2) Individual personal licence holders are allocated to manage to each of the bar areas at all times and all staff involved in the sale and/or supply of alcohol should have received the two hours mandatory training, as required under the legislation.

In accordance with board policy above, I refer the applications to the Licensing Board for determination if the applicant can justify their request and if the measures demonstrated promote the five licensing objectives for the grant of the occasional licences.

Licensing Standards Officer

Herkes, Gillian

From: Robertson, Scott
Sent: 17 April 2025 11:54
To: Licensing
Subject: RE: Occasional Licence Application - Scottish Open for Hospitality Marquees - OCC348/25

Hello,

No comments or objection to this occasional license application.

Regards
Scott

Scott Robertson | Assistant Planner – Planning Delivery | East Lothian Council | John Muir House | Haddington EH41 3HA

T. 01620 827585| E.srobertson2@eastlothian.gov.uk Visit our website at www.eastlothian.gov.uk

From: Licensing <licensing@eastlothian.gov.uk>
Sent: 15 April 2025 10:57
To: Lothian and Borders Police (lothianscotborderslicensingeastmid@scotland.pnn.police.uk)
<lothianscotborderslicensingeastmid@scotland.pnn.police.uk>; Licensing Standards Officer
<lso@eastlothian.gov.uk>
Cc: Events <events@eastlothian.gov.uk>; Environmental Health/Trading Standards
<ehs@eastlothian.gov.uk>; Environment Reception <environment@eastlothian.gov.uk>
Subject: FW: Occasional Licence Application - Scottish Open for Hospitality Marquees - OCC348/25

Hi

Please find attached Occasional Licence application for the Marquee Structures at the Hospitality Marquees on the 18th Green for report.

Kind regards

Gillian

Gillian Herkes
Licensing Officer
Democratic & Licensing Services
John Muir House
Haddington
East Lothian Council
01620 820114
gherkes@eastlothian.gov.uk

Please note :- My working days are Tuesday to Friday



Law Society
of Scotland

Accredited paralegal
liquor licensing

From: Fleming, Helen
Sent: 11 April 2025 11:24
To: Licensing
Subject: Occasional Licence Application

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

You don't often get email from helen.fleming@heritageportfolio.co.uk. [Learn why this is important](#)

Hi Licencing Team

Please find attached –

- The 2024 site map and the current 2025 site map – this is still being finalised, but this will not vary much from last year
- The occasional licence application
- Copies of Helen Fleming and Abi Massey's personal licences
- The alcohol and drugs management plan
- I can confirm the £10 payment for this application has been made online

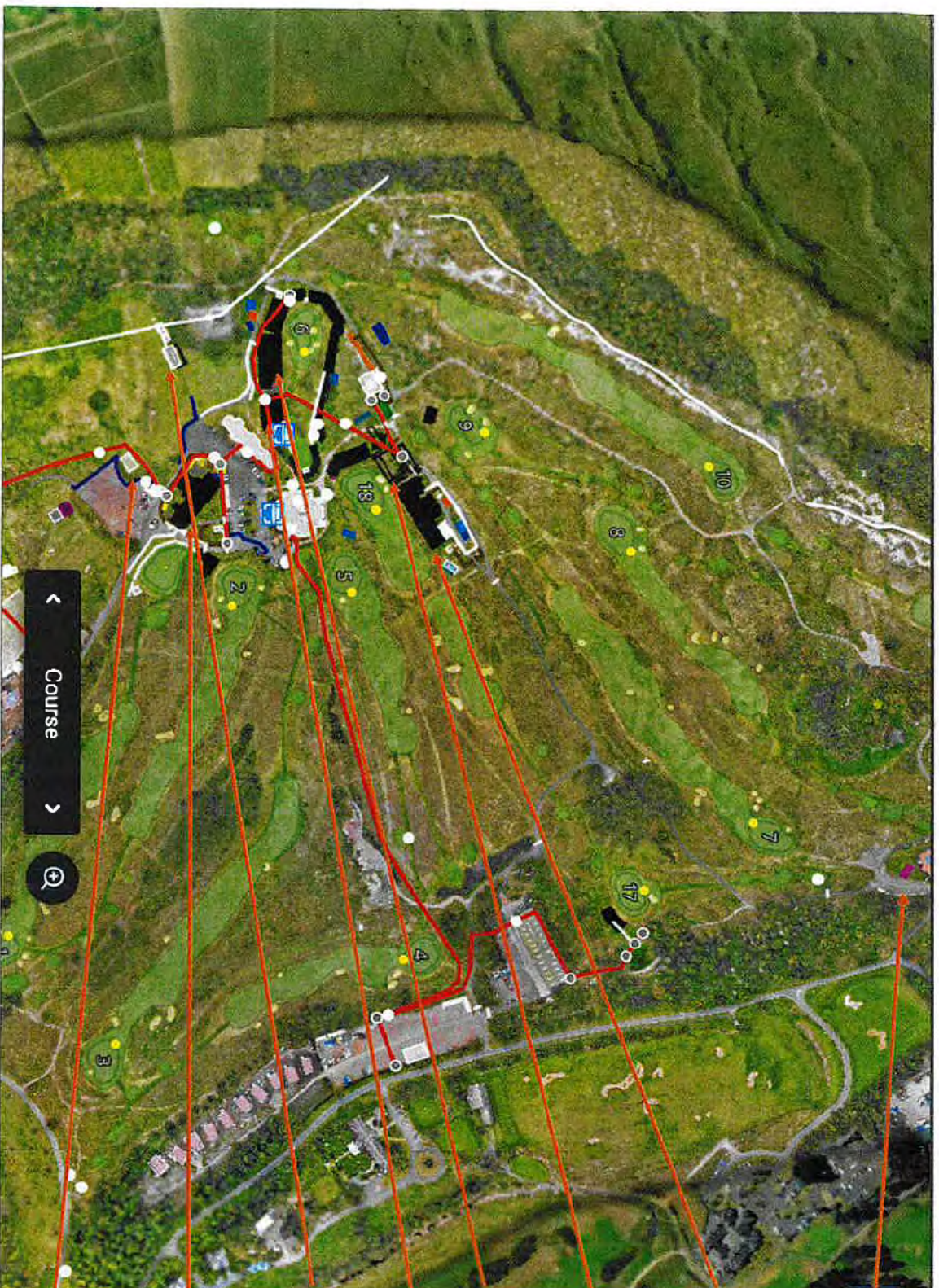
Please let me know if you require any further information and I look forward to hearing from you in due course.

Kind Regards



HELEN FLEMING
General Manager - Marsfield Traquair
0131 524 7280
helen.fleming@heritageportfolio.co.uk

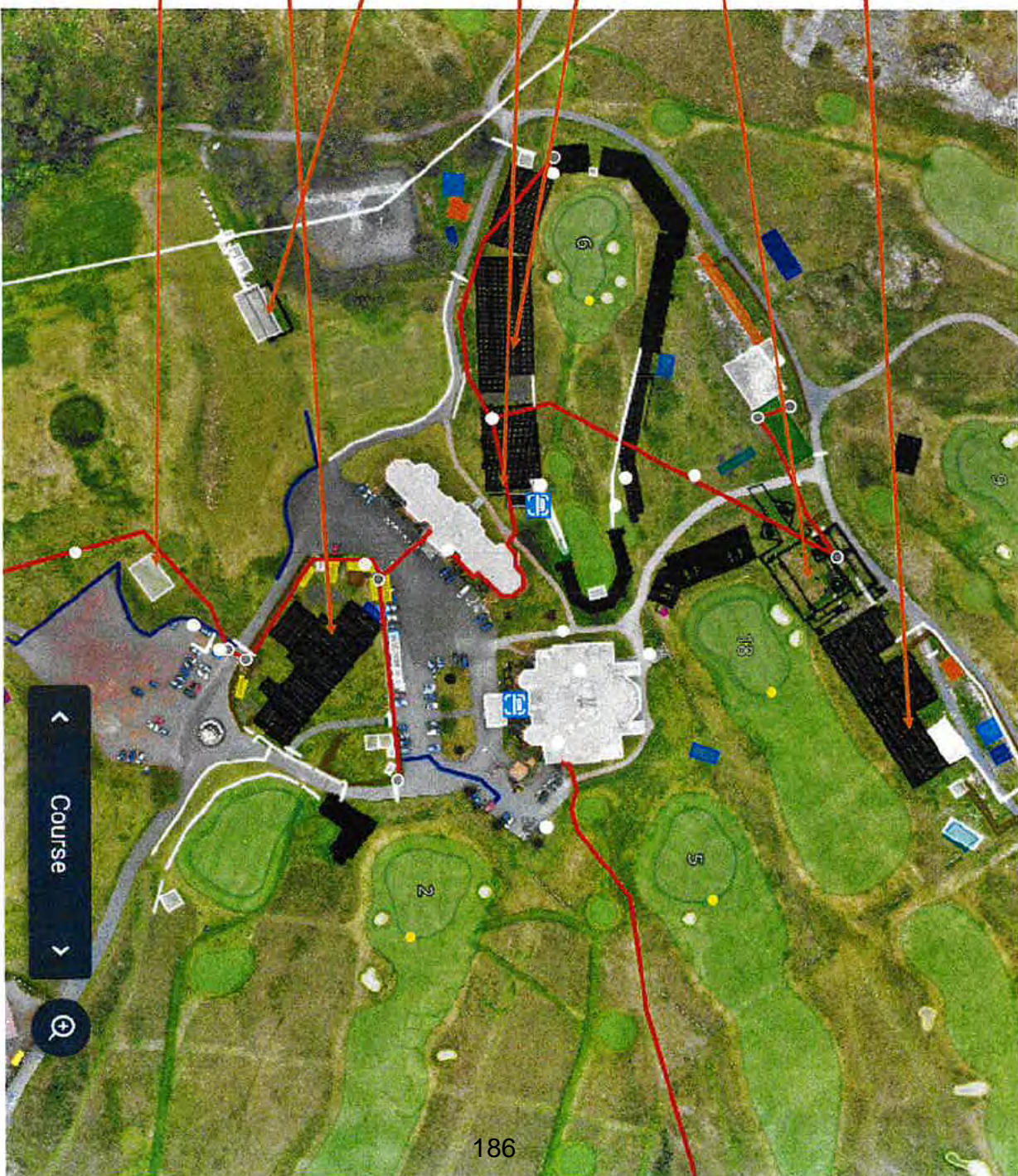




< Course > 🔍

- Players Family On course
cafe
- Shared Structure:
Green on 18 Hospitality
- Partners Pavilion
- Double decker structure
- Genesis Lounge
- Partners Chalets x 6
- Media Café
- Players Café – Driving
Range
- Shared Structure:
Media & Staff Dining
- Caddies
- Creche

- Shared Structure:
- Green on 18 Hospitality
- Partners Pavilion
- Double decker structure
- Genesis Lounge
- Partners Chalets x 6
- Media Café
- Players Café – Driving Range
- Shared Structure:
- Media & Staff Dining
- Caddies
- Creche



EL 2371

3 4446



EAST LOTHIAN COUNCIL

16 APR 2025

LOCAL ACCESS POINT
BRUNTON HALL

SCHEDULE 2

price LSD 1714

APPLICATION FOR A PERSONAL LICENCE

FIRST APPLICATION / RENEWAL APPLICATION (delete as appropriate)

5 (i)

Before completing this form please read the guidance notes.

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 or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

1. YOUR PERSONAL DETAILS

If relevant please enter details of any previous names or maiden names. Please continue on a separate sheet if necessary. Read note 1

Title (delete as appropriate):

Mr / (Mrs) / Miss / Ms / Other (please state) _____

Surname M'GARVIE

Forenames ASHLEY MARION

Date and place of birth _____

National Insurance No. _____

Address where ordinarily resident to be used for correspondence purposes

Post town _____ Post code _____

1. PERSONAL DETAILS (cont)

Telephone Numbers

Daytime Tel. [REDACTED] Evening Tel. -

Mobile No. _____

Fax No. _____ Email [REDACTED]

Address for correspondence associated with this application
(if different to the address above)

THE WIVEMILL SOCIAL CLUB, 4 BALCARRES
ROAD

Post town MUSSELBURGH Post code EH21 7SB

2. YOUR LICENSING QUALIFICATION (Read note 2)

I hold an accredited qualification (please tick) YES ☒ NO ☐

If you have ticked yes please provide a copy of your qualification with your application.

3. FIRST APPLICATIONS ONLY

This section should only be completed if you are submitting your first application to this Licensing Board. If answering Yes to any question please provide details below. **Note: You may only hold one personal licence at a time.**

Do you currently hold a personal licence? YES ☒ NO ☒

Do you currently have any outstanding applications for a personal licence, with this or any other Licensing Board? YES ☐ NO ☒

Has any personal licence held by you been forfeited in the last 5 years? YES ☐ NO ☒

Licensing Board EAST Lothian Licence number PLH 8673144

Date of issue 9-4-2025 Date of expiry 9-4-2035

Any further details _____

4. RENEWAL ONLY

This section should be completed only if you are applying for a renewal of your existing licence. Your personal licence must accompany your application for a renewal. If you are unable to send your personal licence, you must explain why you cannot do so in the box provided below.

Details of current personal licence

Licensing Board _____ Licence number _____

Date of issue _____ Date of expiry _____

Any further details _____

If you cannot provide your personal licence, provide a statement explaining why

Other personal licence Note: You may only hold one personal licence at a time

I confirm that I do not hold any other personal
licences other than the one submitted for renewal

YES ☒ NO ☐

5. CHECKLIST

I have (please tick if yes)

- Enclosed two photographs of myself, one of which is endorsed as a true likeness of me by a person of standing in the community. Read note 3. YES ☒
- Enclosed a copy of any licensing qualification I hold YES ☒
- Enclosed my current personal licence (renewal only) YES ☐
- Made or enclosed payment of the fee for the application YES ☒

6. Previous Convictions

You must provide details below of any conviction for a relevant or foreign offence that is not considered spent under the Rehabilitation of Offenders Act 1974. Please continue on a separate sheet if necessary. If you are declaring that you have no such convictions please write "none". Read note 4

NAME	DATE	COURT	OFFENCE	SENTENCE
NONE				

7. Declaration

The contents of this application are true to the best of my knowledge and belief

Signature (read Note 5)

A black rectangular box redacting the signature.

Applicant / Agent (Delete as appropriate)

Date 10-4-2025

I understand that East Lothian Council is under a duty to protect the public funds it administers, and to this end may use the information I have provided on this form for the prevention and detection of fraud. East Lothian Council may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Highfield Qualifications

Certifies that
Ashley McGarvie

has successfully passed an assessment in

**Scottish Certificate for Personal Licence Holders at
SCQF Level 6**

Qualification number R654 04
Date of award 09 April 2025
Certificate number PLH8673144

ORIGINAL DOCUMENT SEEN AND RETURNED			
Date seen	APR 2025		
EVIDENCE	seen by <i>COO</i>		
How returned	Post	Hand	✓
Date returned	APR 2025	Stamp No.	1

W Douglas

Course Director

Jason Sprenger

Jason Sprenger - Chief Executive
Highfield Qualifications



scottish credit and
qualifications framework



Accreditation

This qualification has been SCQF credit rated by SQA Accreditation.

Herkes, Gillian

From: Grilli, Carlo
Sent: 07 May 2025 10:45
To: Licensing Standards Officer; lothianscotborderslicensingeastmid@scotland.police.uk
Cc: stephen.gibson@scotland.police.uk; Licensing
Subject: FW: Review Proposal - EL0272 - Wiremill Social Club, Musselburgh - Request for Information

Importance: High

Follow Up Flag: Follow up

Flag Status: Flagged

Dear Licensing Standards Officer and Police Scotland,

Under section 37 Licensing (Scotland) Act 2005, East Lothian Licensing Board proposes to initiate a review of premises licence EL0272 – Wiremill Social Club, 4 Balcarres Road, Goose Green, Musselburgh, East Lothian. Premises licence holder – current committee.

Information has come to the attention of the Licensing Board that alcohol was sold at the premises without a premises manager for the period between November 2024 and February 2025 and during this time there was an incident of disorder in February 2025. The licensing Board wish to consider this under the following grounds for review within section 36 Licensing (Scotland) Act 2005:

- 3(Za) giving regard to the licensing objectives the licence holder is not a fit and proper person to be the holder of a premises licence,
- 3(a) that one or more of the conditions to which the premises licence is subject has been breached.

The licensing objectives to be considered are preventing crime and disorder, securing public safety and preventing public nuisance.

In the course of the review the Licensing Board may include information that the Board considers relevant to the alleged ground of review in relation to the licence holder, connected persons in relation to the licence holder or interested parties in relation to the licenced premises.

Therefore the Board request information from the following agencies in relation to the premises – Licensing Standards Officer and Police Scotland.

Please submit this information by **close of business on the 14th of May** to allow this hearing to come forward at may's board on 22nd of May.

Please note that the reason for this coming through in short timeframe is that there is already a Personal License application that has been reported on by the LSO linked to this premises and these matters should be heard at the same board. Further this needs to be heard within the statutory 42day period therefore the May board is the only scheduled board meeting that would comply with this.

Please respond directly to licensing@eastlothian.gov.uk

Kind Regards

Carlo

EAST LoTHIAN COUNCIL

Licensing Standards

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 28th April 2025

Subject: LICENSING (SCOTLAND) ACT 2005

PERSONAL LICENCE APPLICATION – EL2371

ASHLEY MCGARVIE

Under section 73A(2) Licensing (Scotland) Act 2005, I submit the below information in relation to the applicant that I consider relevant for consideration by the Board.

On 1st September 2009, following conversion, East Lothian Licensing Board granted a premises licence under the Licensing (Scotland) Act 2005 at Wiremill Social Club, 4 Balcarres Road, Goose Green, Musselburgh, East Lothian with premises licence number EL0272. The premises licence holder is Wiremill Social Club deemed to be the committee.

The applicant Ashley McGarvie currently holds the office of Secretary on the committee.

On 15th February 2025, the premises manager's personal licence expired and no renewal application was submitted.

The Licensing Board did not receive any notification from the premises licence holder at Wiremill Social Club in relation to the premises manager's personal licence expiry or that they had left their position as premises manager.

I was made aware by PC Stephen Gibson that an incident of disorder had occurred at Wiremill Social Club on 22nd February 2025, which police attended and found alcohol was being sold. It was established that the premises managers personal licence had expired the week before.

On 26th February 2025, I spoke with Ashley McGarvie, Committee Secretary. I informed her that all sales of alcohol that had occurred whilst the premises manager's personal licence had expired were a breach of premises licence mandatory condition 4 and as such an offence under Section 1 Licensing (Scotland) act 2005. I asked that all sales of alcohol cease immediately until a suitable premises manager was appointed. I detailed the correct process to appoint a premises manager by way of minor variation. I informed police of this phone call.

On 27th February 2025, the Licensing Board received a notification of office bearers, detailing the committee members elected on 17th November 2024 , this included Ashely McGarvie as Secretary. I was later informed by Police that the previous premises manager left their post a week following the election of officer bearers.

On 28th February 2025 a minor variation application was granted to appoint a new premises manager, submitted by Ashley McGarvie.

It appears there was a gap of approx. 3 months between premises managers, where alcohol sales continued in breach of the premises licence. Having regard to the licensing objectives in particular preventing crime and disorder I would ask the board to consider if the applicant is a fit and proper person to be the holder of a personal licence, given her role on the committee who hold the premises licence.

Licensing Standards Officer

24/04/2025

Your Ref: EL2371

Our Ref: 916933

The Clerk of the Licensing
Board
East Lothian Council
John Muir House
Haddington
East Lothian
EH41 3HA



**POLICE
SCOTLAND**

Keeping people safe

Gregg Banks
Chief Superintendent
Divisional Commander
The Lothians and Scottish Borders Division
Dalkeith Police Station
Newbattle Road
Dalkeith, EH22 3AX

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE GRANT OF A
PERSONAL LICENCE
ASHLEY MCGARVIE.**

I refer to the above application and in terms of Section 73(3)(a) of the Licensing (Scotland) Act 2005, I have to advise you that, based upon the information provided to Police Scotland, the applicant has not been convicted of any relevant offence.

I am unable to confirm the existence of any foreign offence in respect of the applicant.

Yours faithfully

Gregg Banks
Divisional Commander

For enquiries, please contact the Licensing Department on 0131 654 5557.

Our Reference: CG/gh/EN/L/PL
Your Reference:

Date: 13th May 2025



Private & Confidential
Mrs Ashley McGarvie



Carlo Grilli
CLERK OF THE LICENSING BOARD

John Muir House
Haddington
East Lothian
EH41 3HA
licensing@eastlothian.gov.uk

Dear Mrs McGarvie

Licensing (Scotland) Act 2005
Review - Grant of Personal Licence No EL2371

On application for a personal licence a copy of the application is sent to the Licensing Standards Officer. Under section 73(A)(2) the Licensing Standards Officer may respond giving the Licensing board any information in relation to the applicant that the Officer considers may be relevant to consideration by the Board of the application.

I enclose a copy of report from Licensing Standards Officer dated 28th April 2025.

In terms of S74(5AA) of the above Act, the Board must hold a hearing to determine the application. That hearing will take place at the Licensing Board Meeting on Thursday 22nd May, 2025 at 10am in the Council Chambers, Town House, Haddington.

You are hereby cited to attend the above meeting where you will be given an opportunity to be heard regarding the matters raised in the report from Licensing Standards Officer.

An agenda will follow in due course.

Yours faithfully



Carlo Grilli
Clerk to the Licensing Board

Direct Dial: 01620 827216
Email : licensing@eastlothian.gov.uk

eastlothian.gov.uk

EAST LoTHIAN COUNCIL

Licensing Standards

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 12th May 2025

Subject: LICENSING (SCOTLAND) ACT 2005

6(i)

PREMISES LICENCE REVIEW

**EL0272 – WIREMILL SOCIAL CLUB, 4 BALCARRESS ROAD, GOOSE GREEN,
MUSSELBURGH, EAST LoTHIAN EH39 4AN**

On 7th May 2025, I received intimation in terms of Section 38(3)(b) of the licensing (Scotland) Act 2005 of the intention of the Licensing Board to review the Premises Licence in respect of the above premises.

The East Lothian Licensing Board wishes to review the above premises licence under section 37 under the grounds in section 36(3)(za) and 36(a) of the Act.

In terms of Section 38(4) of the Act, I have prepared this report outlining information relevant to the review for the consideration of Licensing Board Members.

Licensing Standards Officer

Summary of Information

Premises licence – EL0272, Wiremill Social Club

On 1st September 2009, following conversion, East Lothian Licensing Board granted a premises licence under the Licensing (Scotland) Act 2005 at Wiremill Social Club, 4 Balcarres Road, Goose Green, Musselburgh, East Lothian with premises licence number EL0272. The premises licence holder is Wiremill Social Club deemed to be the committee.

On 16th February 2015, John Derek Johnson was granted a personal licence by East Lothian Licensing Board with number EL1155 and expiry date 15/02/2025. Mr Johnson completed his 5-year refresher training in 2020 as required.

On 25th March 2015, a minor variation application was granted to appoint John Derek Johnson as premises manager on premises licence EL0272, Wiremill Social Club.

On 15th February 2025, personal licence number EL1155 for John Johnson, expired and no renewal application was submitted.

The Licensing Board did not receive any notification from the premises licence holder at Wiremill Social Club in relation to the premises manager's personal licence expiry or that he had left his position as premises manager.

I was made aware by PC Stephen Gibson that an incident of disorder had occurred at Wiremill Social Club on 22nd February 2025, which police attended and found alcohol was being sold. It was established that the premises manager's personal licence had expired the week before.

On 26th February 2025, I spoke with Ashley McGarvie, Committee Secretary. I informed her that all sales of alcohol that had occurred whilst John Johnson's personal licence had expired were a breach of premises licence mandatory condition 4 and an offence under Section 1 Licensing (Scotland) Act 2005. I asked that all sales of alcohol cease immediately until a suitable premises manager was appointed. I detailed the correct process to appoint a premises manager by way of minor variation. I informed PC Stephen Gibson of this phone call.

On 27th February 2025, the Licensing Board received a notification of office bearers, detailing the committee members elected on 17th November 2024 as follows:

Chair – Gayle McGill

Secretary – Ashley McGarvie

Treasurer – Lynn Hastie

Vice Chair – Ross McGarvie

Bar Convenor – Cheryl Vickers

On 28th February 2025 a minor variation application was granted to appoint Cheryl Vickers as premises manager, submitted by Ashley McGarvie.

I have been made aware that Police are investigating the matters above and that it was established that the premises manager left in November following the election of the committee at the AGM.

Over the last 3 years, I have received some noise complaints about the premises from neighbouring residents. Numerous meetings have been held with the premises licence holder (committee) to try and resolve the issue and improve compliance. Guidance has been given by Environmental Protection Officers, Licensing Standards Officers and Police in relation to managing the premises. Mr Johnson was never present at these meetings, however, each time I asked if he was still in post I was informed, he was. The complaints have historically been submitted over the spring and summer period with a gap over the winter months. I received a recent complaint on Saturday 3rd May 2025, detailing loud music to the extent the DJ could be heard talking. I contacted the committee and Ashley McGarvie responded that the committee were taking all reasonable steps to monitor the noise using the guidance previously given by Environmental Protection Officers. Prior to the recent complaint the last complaint was received in August 2024. I have been in contact with the Environmental Protection Officers and at this stage it would not be considered an actionable noise nuisance, and further information would be required.

Licensing Board's Powers on Review

Licensing (Scotland) 2005 Section 39 (1) At a review hearing in relation to any premises licence, the Licensing Board may, if satisfied that a ground for review is (whether or not on the basis of any circumstances alleged in the premises licence review proposal or application considered at the hearing) take such of the steps mentioned in subsection (2) as the Board considers necessary or appropriate for the purposes of any of the licensing objectives.

(2) Those steps are—

- (a) to issue a written warning to the licence holder,
- (b) to make a variation of the licence,
- (c) to suspend the licence for such period as the Board may determine,
- (d) to revoke the licence.

(3) On making a variation under subsection (2)(b), the Board may provide for the variation to apply only for such period as they may determine.

The circumstances suggest that the current committee were not in control of the premises and have failed in their responsibilities as premises licence holders. The sale of alcohol without a premises manager was permitted and mandatory premises licence condition 4 was breached.

Licensing Standards Officer

14/05/2025

Your Ref: **EL272**

Our Ref: 922155

The Clerk of the Licensing
Board
East Lothian Council
John Muir House
Haddington
East Lothian
EH41 3HA



Gregg Banks
Chief Superintendent
Divisional Commander
The Lothians and Scottish Borders Division
Dalkeith Police Station
Newbattle Road
Dalkeith, EH22 3AX

IN CONFIDENCE FOR THE ATTENTION OF EAST Lothian LICENSING BOARD

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
REQUEST FOR INFORMATION REGARDING
LICENCE NO: EL272
PREMISES: WIREMILL SOCIAL CLUB
4 BALCARRES ROAD, GOOSE GREEN, MUSSELBURGH, EAST Lothian,
EH21 7SB.
PREMISES LICENCE HOLDER: Wiremill Social Club Committee**

In regard to the request for review of Licenced premises EL272, Wiremill Social Club, Musselburgh after invitation from Carlo Grilli, Clerk to the Licensing Board, I wish to report the following on behalf of Police Scotland.

The premises license holder is the Wiremill Social Club Committee, and the current Designated Premises Manager is Cheryl Vickers. Cheryl Vickers holds Personal Liquor Licence EL2344 granted by East Lothian Licensing Board on 18th February 2025.

The previous Designated Premises Manager was John Derek Johnson who held a Personal Liquor Licence EL1155 granted by East Lothian Licensing Board. This Personal Licence expired on 16th February 2025. Mr Johnson left the employment of the Wiremill Social Club on 7th December 2024. From this date onward there was no Dedicated Premises Manager for the Wiremill Social Club in place.

PS-20241215-0011

OFFICIAL

On 15th December 2024, police were called by staff at the Wiremill Social Club reporting a disturbance within the premises. Officers attended and observed patrons within drinking alcohol. The person in charge on police attendance was Gail McGill, chair of the committee.

PS-20250222-3603

On 22nd February 2025, police were contacted by staff and members of the public regarding an ongoing disturbance within the premises. Officers noted that patrons within were drinking alcohol within the premises.

On 27th February 2025, Police Scotland received an application from East Lothian Council to substitute the Designated Premises Manager of the Wiremill Social Club to Cheryl Vickers. This application was signed and dated 26th February 2025. The relevant checks were carried out by Police Scotland and the application was returned to East Lothian Council with no police objections.

Between 1st March 2025 and the date of this correspondence there have been three inspections of the Wiremill Social Club. No issues were highlighted during these inspections.

Police Scotland fully support the request from East Lothian Council that the premises license of the Wiremill Social Club should be reviewed as the premises has failed to comply with the licensing objectives and the Licensing (Scotland) act 2005 as follows.

The premises operated between 7th December 2024 and 27th February 2025 without a Designated Premises Manager being in place.

Police Scotland respectfully submit this report to the Board for consideration in full support of the review request submitted by East Lothian Council.

Yours faithfully



Gregg Banks
Divisional Commander

For enquiries, please contact the Licensing Department on 0131 654 5557.

Licensing

From: Grilli, Carlo
Sent: 07 May 2025 10:45
To: Licensing Standards Officer; lothianscotborderslicensingeastmid@scotland.police.uk
Cc: stephen.gibson@scotland.police.uk; Licensing
Subject: FW: Review Proposal - EL0272 - Wiremill Social Club, Musselburgh - Request for Information

Importance: High

Follow Up Flag: Follow up

Flag Status: Flagged

Dear Licensing Standards Officer and Police Scotland,

Under section 37 Licensing (Scotland) Act 2005, East Lothian Licensing Board proposes to initiate a review of premises licence EL0272 – Wiremill Social Club, 4 Balcarres Road, Goose Green, Musselburgh, East Lothian. Premises licence holder – current committee.

Information has come to the attention of the Licensing Board that alcohol was sold at the premises without a premises manager for the period between November 2024 and February 2025 and during this time there was an incident of disorder in February 2025. The licensing Board wish to consider this under the following grounds for review within section 36 Licensing (Scotland) Act 2005:

- 3(Za) giving regard to the licensing objectives the licence holder is not a fit and proper person to be the holder of a premises licence,
- 3(a) that one or more of the conditions to which the premises licence is subject has been breached.

The licensing objectives to be considered are preventing crime and disorder, securing public safety and preventing public nuisance.

In the course of the review the Licensing Board may include information that the Board considers relevant to the alleged ground of review in relation to the licence holder, connected persons in relation to the licence holder or interested parties in relation to the licenced premises.

Therefore the Board request information from the following agencies in relation to the premises – Licensing Standards Officer and Police Scotland.

Please submit this information by **close of business on the 14th of May** to allow this hearing to come forward at may's board on 22nd of May.

Please note that the reason for this coming through in short timeframe is that there is already a Personal License application that has been reported on by the LSO linked to this premises and these matters should be heard at the same board. Further this needs to be heard within the statutory 42day period therefore the May board is the only scheduled board meeting that would comply with this.

Please respond directly to licensing@eastlothian.gov.uk

Kind Regards

Carlo

Our Reference: CG/GH

Date: 8th May 2025

Private & Confidential

Committee of Wiremill Social Club
4 Balcarres Road
Musselburgh
East Lothian
EH21 7SB

COPY

Dear Committee Chair – Gayle McGill

LICENSING (SCOTLAND) ACT 2005 – SECTION 37(1)

NOTIFICATION OF PREMISE REVIEW HEARING

EL0272 – Wiremill Social Club, 4 Balcarres Road, Musselburgh, East Lothian EH21 7SB

The Licensing Board, has resolved to hold a review hearing, in terms of Section 37(1) of the Licensing (Scotland) Act 2005, on the grounds of giving regard to the licensing objectives the licence holder is not a fit and proper person to be the holder of a premises licence and one or more of the conditions to which the premises licence is subject to has been breached. The condition detailed in Mandatory Condition 4 – The Premises Manager.

The Review Hearing will be heard at the next meeting of the Licensing Board to be in the Council Chambers, Town House, High Street, Haddington or by Hybrid System at 10.00am on **Thursday 22nd May 2025**.

The Committee Office Bearers are entitled to attend the hearing, and the Board members may, but are not obliged to, invite you to give your views in respect of this matter. If you wish someone else to represent you at the Hearing, you will be required to provide a written mandate confirming that they are instructed to do so. You can provide that mandate to this office in advance of the Hearing.

The Licensing Board has asked the Licensing Standards Officer and Police Scotland to prepare a report into this matter for their consideration at the Hearing.

A copy of the reports, details of the Board hearing and agenda will be sent to you in due course.

Yours sincerely

Carlo Grilli
Clerk to the Licensing Board

Direct Dial : 01620 827664

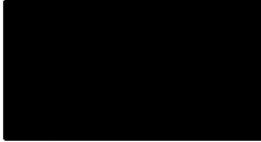
E-mail : licensing@eastlothian.gov.uk

Our Reference: CG/GH

Date: 8th May 2025

Private & Confidential

Gayle McGill
Committee Chair – Wiremill Social Club



COPY

Dear Committee Chair – Gayle McGill

**LICENSING (SCOTLAND) ACT 2005 – SECTION 37(1)
NOTIFICATION OF PREMISE REVIEW HEARING**

EL0272 – Wiremill Social Club, 4 Balcarres Road, Musselburgh, East Lothian EH21 7SB

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Clerk to the Licensing Board

Direct Dial : 01620 827664

E-mail : licensing@eastlothian.gov.uk

Our Reference: CG/GH

Date: 14th May 2025

COPY

Private & Confidential

Gayle McGill
Committee Chair – Wiremill Social Club



Carlo Grilli
CLERK OF THE LICENSING BOARD

John Muir House
Haddington
East Lothian
EH41 3HA
licensing@eastlothian.gov.uk

Dear Committee Chair – Gayle McGill

**LICENSING (SCOTLAND) ACT 2005 – SECTION 37(1)
NOTIFICATION OF PREMISE REVIEW HEARING
EL0272 – Wiremill Social Club, 4 Balcarres Road, Musselburgh, East Lothian EH21 7SB**

Further to the letter of 8th May, 2025 we now enclose the reports from Police Scotland and our Licensing Standards Officer for your perusal.

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Yours sincerely

Carlo Grilli
Clerk to the Licensing Board

Direct Dial : 01620 827664
E-mail : licensing@eastlothian.gov.uk

Our Reference: CG/GH

Date: 14th May 2025

Private & Confidential

Committee of Wiremill Social Club
4 Balcarres Road
Musselburgh
East Lothian
EH21 7SB

Dear Committee Chair – Gayle McGill

**LICENSING (SCOTLAND) ACT 2005 – SECTION 37(1)
NOTIFICATION OF PREMISE REVIEW HEARING**

EL0272 – Wiremill Social Club, 4 Balcarres Road, Musselburgh, East Lothian EH21 7SB

Carlo Grilli
CLERK OF THE LICENSING BOARD

John Muir House
Haddington
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EH41 3HA
licensing@eastlothian.gov.uk

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Yours sincerely

Carlo Grilli
Clerk to the Licensing Board

Direct Dial : 01620 827664
E-mail : licensing@eastlothian.gov.uk

