

EL 2371

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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 PLH8673144

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)



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>COG</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**

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**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 14<sup>th</sup> of May** to allow this hearing to come forward at may's board on 22<sup>nd</sup> 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](mailto:licensing@eastlothian.gov.uk)

Kind Regards

Carlo

# **EAST LoTHIAN COUNCIL**

## **Licensing Standards**

**From:** Licensing Standards Officer

**To:** C. Grilli  
Clerk to the Licensing Board

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**Date:** 28<sup>th</sup> 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 1<sup>st</sup> 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 15<sup>th</sup> 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 22<sup>nd</sup> 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 26<sup>th</sup> 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 27<sup>th</sup> February 2025, the Licensing Board received a notification of office bearers, detailing the committee members elected on 17<sup>th</sup> 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 28<sup>th</sup> 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: 13<sup>th</sup> 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 28<sup>th</sup> 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 22<sup>nd</sup> 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**

