



**MINUTES OF THE MEETING OF
EAST LOTHIAN LICENSING BOARD**

**THURSDAY 29 JANUARY 2026
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON
& HYBRID MEETING FACILITY**

1

Board Members Present:

Councillor F Dugdale
Councillor N Gilbert (*r*)
Councillor G McGuire (Convener)
Councillor J McMillan

Clerk of the Licensing Board:

Mr R Thompson, Solicitor

Attending:

Ms E Barclay, Democratic Services Assistant
Ms S Fitzpatrick, Team Leader, Licensing and Landlord Registration
Ms K Harling, Licensing Standards Officer
PC M Upton, Police Scotland (*r*)
Ms C Aitken, Licensing Officer

Committee Clerk:

Ms L Gillie

Apologies:

Councillor C Cassini
Councillor L Bruce

Declarations of Interest:

None

The committee clerk advised that the meeting was being held as a hybrid meeting; that the meeting would be recorded and live streamed; and that it would be made available via the Council's website as a webcast, in order to allow public access to the democratic process in East Lothian. She noted that the East Lothian Licensing Board was the data controller under the Data Protection Act 2018; that data collected as part of the recording would be retained in accordance with the Council's policy on record retention; and that the webcast of the meeting would be publicly available for five years from the date of the meeting.

The committee clerk recorded the attendance of Board members by roll call.

(*r*) remote participants

1. MINUTES FOR APPROVAL
East Lothian Licensing Board, 27 November 2025

Board members approved the minutes as an accurate record of the meeting.

2a. MAJOR VARIATION
Day Today, 84 High Street, Haddington, EH41 3ET

Gordon Emslie, GNE Consultancy, attended and began by advising that the shop is due to undergo refurbishment which would change the location of the alcohol display area and include a beer cave. The application also corrects the calculation of capacity for displaying alcohol, this being previously calculated in 2009. Mr Emslie added that these changes would enable his client to provide a better service to customers and to provide a wider range of products. He concluded by stating that this was a good example of a retailer investing in their business.

The LSO advised the works were likely to take place in April 2026. One area for alcohol display on the layout plan was highlighted by the LSO with her questioning if it met premises licence condition 13. She stated she felt that this did not form one area.

Police Scotland confirmed that they had no objections and no comment to make.

In response to questions from Councillor McMillan Mr Emslie stated the area to the left of the counter on the layout plan was for specialist wines and that it did feel like an anomaly. He added that if this area was a contentious issue they could look at moving this area while still maintaining the capacity, and that they were happy to work with the LSO on this. The LSO confirmed that she would be happy to work with the applicant to find a suitable alternative location.

In response to a query from Councillor McMillan about delegated authority Richard Thompson, Clerk of the licensing Board, advised that the Board may delegate generally or specifically and that this would avoid the need for a further application.

Councillor McMillan proposed authority be delegated, this was seconded by the Convener.

Members commented on being reassured about the knowledge within and expansion of the business and that it had gained respect for how it has worked within the community.

Decision

The Board unanimously agreed to grant the Major Variation subject to the following proposal:

- The area on the layout plan identified as being for specialist wines is relocated elsewhere in the store.
- The applicant / agent will work with the LSO to identify a suitable new location.

2b. MAJOR VARIATION
Longniddry Inn, Main Street, Longniddry, EH32 ONF

Niall Hazzard, Flint Bishop solicitors, and Renee Sarbach, the applicant, attended. Mr Hazzard began by advising that when his client had taken on the premises in the summer of last year theatre was not an activity that was considered. They have now been approached about the possibility of a performance within the premises, and they are keen to open up the premises to as wide a section of the community as possible.

The LSO advised that she had visited the premises in relation to the application and described the premises as well run and having no complaints.

Police Scotland confirmed that they had no objections and no comment to make.

In response to a question from Councillor McMillan Mr Hazzard replied that it is a family friendly premises and that during rehearsals it is more likely tea and coffee would be served. During performances challenge 25 would be in force.

Members commented that they would be happy to support the application.

Decision

Members voted unanimously to approve the Major Variation application.

3. SCHEME OF DELEGATION

Sheila Fitzpatrick, Team Leader, Licensing and Landlord Registration advised that members were being asked to adopt the Scheme of Delegation and approve the slightly amended procedures for applications and meeting.

Members commented that they welcomed the paper and stated that it made sense in terms of governance and Standing Orders. It was also noted that it clarifies for the public what they can expect and enhances the power of the Board in working with those who require a licence.

Decision

Members voted unanimously in favour of the Scheme of Delegation and amended procedures.

Signed

Councillor G McGuire
Convener of East Lothian Licensing Board

East Lothian Council
Licensing

12 JAN 2026

Received



EL0426

Police LSO
Env Regp EHTS
RUE NHS CC

APPLICATION FOR PREMISES LICENCE / ~~PROVISIONAL PREMISES LICENCE*~~

LICENSING (SCOTLAND) ACT 2005, SECTION 20

2

*Delete as appropriate

Question 1 - Name, address and postcode of premises to be licensed

Haddington Corn Exchange, Court Street, Haddington, East Lothian EH41 3DS

Question 2 - Particulars of applicant

2(a) Where applicant is an individual, provide full name, date & place of birth, home address including postcode, telephone number & email address.

2(b) Where applicant is a partnership, please provide full name, and postal address of partnership.

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2(c) Where applicant is a company, please provide name, registered office and company registration number.

Brunton Theatre Trust, John Muir House, Haddington, East Lothian EH41 3HA

Registered Charity Number – SCO22422

2(d) Where the applicant is a club or other body, please provide full name, and postal address of club or other body.

2(e) Where applicant is a partnership, company, club or other body, please provide the names, dates and places of birth, and home addresses of connected persons.*

Please see additional information sheet (attached)

* Connected person is defined in section 147(3) of the Licensing (Scotland) Act 2005.

Question 3 - Previous applications

Has the applicant been refused a premises licence under section 23 of the Licensing (Scotland) Act 2005 in respect of the same premises?

YES NO

If YES – provide full details _____

Question 4 - Previous convictions

Has the applicant or any connected person ever been convicted of a relevant or foreign offence (1)

YES NO

If YES – provide full details. For the purpose of this Act, a conviction for a relevant offence or foreign offence is to be disregarded if it is spent for the purpose of the Rehabilitation of Offenders Act 1974.

| NAME | DATE | COURT | OFFENCE | SENTENCE |
|------|------|-------|---------|----------|
| | | | | |

(1) In addition to any convictions held by the applicant at the time of application, applicants should also familiarise themselves with the contents of section 24(1) of the Licensing (Scotland) Act 2005 in respect of any convictions for relevant or foreign offences which they may receive during the period beginning with the making of the premises licence application and ending with determination of the application.

DESCRIPTION OF PREMISES
Licensing (Scotland) Act 2005, section 20(2)(a)

Question 5 - Description of premises

(where application is submitted by a members' club, please also complete question 6)

Large entertainment hall comprising of main hall with bar area and stage; small hall used as a backstage space, small function venue, kitchen, 2 x storage rooms, small office, toilets and changing facilities.

The building is detached and located on Court Street in Haddington.


Question 6 - To be completed by members' clubs only

Do the club's constitution and rules conform to the requirements of regulation 2 of the Licensing (Clubs) (Scotland) Regulations 2007?

YES NO

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

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

Signature  _____ * (see note below)

Date 9th January 2026

APPLICANT / ~~AGENT~~ (delete as appropriate)

Telephone number and email address of signatory  _____

 _____

I have enclosed the relevant documents with this application – please tick the relevant boxes

- Operating plan
- Layout plan (highlighting the area where alcohol is sold/consumed)
- Planning certificate
- Building standards certificate
- Food hygiene certificate

* Data Protection Act 2018

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

| For use by the Licensing Board only Application checklist | |
|--|--|
| Date received | |
| Fee amount | |
| Receipt number | |
| Received by (INITIALS) | |
| Consideration date | |
| Last date for consideration | |
| Date of initial hearing | |
| Date of any modification hearing | |
| Date granted/refused (delete as appropriate) | |

| For use by the Licensing Board only If application is for a Premises Licence - Documents required | |
|--|--|
| Operating plan | |
| Layout plan | |
| Planning certificate | |
| Building standards certificate | |
| Food hygiene certificate | |

| For use by the Licensing Board only If application is for a Provisional Premises Licence Documents required | |
|--|--|
| Provisional planning certificate | |
| Operating plan | |
| Layout plan | |

Trustees Details for Premises Licence

My details are below:

Michael Stitt

1. Full name Michael Robert James Stitt
2. Date of Birth [REDACTED]
3. Place of birth [REDACTED]
4. Home Address [REDACTED]
5. Do you have previous convictions NO

Andrew Forrest

1. Andrew. Stewart Forrest
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]
6. [REDACTED]
7. No police convictions

Tony Cownie

1. Full name - Antony Cownie
2. Date of Birth - [REDACTED]
3. Place of birth [REDACTED]
4. Home Address - [REDACTED]
5. Do you have previous convictions - No

Colin McGinn

1. Full name – Colin Peter McGinn
2. Date of Birth – [REDACTED]
3. Place of birth - [REDACTED]
4. Home Address – [REDACTED]
5. Do you have previous convictions – None

Emma Pirie

1. Emma Jane Pirie
2. [REDACTED]
3. Place of Birth: [REDACTED]
4. [REDACTED]
5. No previous convictions

Lewis Normand

1. Lewis Normand
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. Do you have previous convictions - No

Nicola Kenny

My details are as follows:

1. Full name: Nicola Louise Kenny
2. Date of Birth: [REDACTED]
3. Place of birth: [REDACTED]
4. [REDACTED]
5. Do you have previous convictions: None

Richard Butt

No problem, here you go:

1. Full name - Richard Terence Butt
2. Date of Birth - [REDACTED]
3. Place of birth - [REDACTED]
4. Home Address - [REDACTED]
5. Do you have previous convictions - no

Tony Reekie

1. Full name Antony John Reekie
2. Date of Birth [REDACTED]
3. Place of birth [REDACTED]
4. Home Address [REDACTED]
5. Do you have previous convictions No

Pamela Walker

1. Pamela Ann Walker
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. No convictions.

Dan Sharp

1. Daniel Sharp
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. No



OPERATING PLAN

LICENSING (SCOTLAND) ACT 2005, SECTION 20(2)(B)(i)

This application should only be completed by the Licence Holder of the appropriate Premises Licence or their Agent.

1; STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

Name and Address of Premises _____

Haddington Corn Exchange, Court Street, Haddington

_____ Post Code EH41 3DS

- | | | | | | |
|------|--|-----|-------------------------------------|----|-------------------------------------|
| 1(a) | Will alcohol be sold for consumption solely ON the premises? | YES | <input type="checkbox"/> | NO | <input checked="" type="checkbox"/> |
| 1(b) | Will alcohol be sold for consumption solely OFF the premises? | YES | <input type="checkbox"/> | NO | <input checked="" type="checkbox"/> |
| 1(c) | Will alcohol be sold for consumption both ON and OFF the premises? | YES | <input checked="" type="checkbox"/> | NO | <input type="checkbox"/> |

2. STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION ON PREMISES

| DAY | ON CONSUMPTION | |
|-----------|----------------|---------------|
| | Opening time | Terminal Hour |
| Monday | 11:00 | 23:00 |
| Tuesday | 11:00 | 23:00 |
| Wednesday | 11:00 | 23:00 |
| Thursday | 11:00 | 01:00 |
| Friday | 11:00 | 01:00 |
| Saturday | 11:00 | 01:00 |
| Sunday | 11:00 | 00:00 |

3. STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION OFF PREMISES

| DAY | OFF CONSUMPTION | |
|-----------|-----------------|---------------|
| | Opening time | Terminal Hour |
| Monday | 10:00 | 22:00 |
| Tuesday | 10:00 | 22:00 |
| Wednesday | 10:00 | 22:00 |
| Thursday | 10:00 | 22:00 |
| Friday | 10:00 | 22:00 |
| Saturday | 10:00 | 22:00 |
| Sunday | 10:00 | 22:00 |

4. SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand?

YES

NO

*If YES - provide details

To take advantage of any special opening hours agreed by the Board
e.g Festive Season.

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

| ACTIVITY | ACTIVITY PROVIDED? YES/ NO | To be provided during core licenced hours. Please confirm YES/ NO | Where activities are also to be provided outwith core licensed hours. Please confirm YES/NO |
|----------|-------------------------------|---|---|
|----------|-------------------------------|---|---|

| | | | | |
|-----|-----------------------|-----|-----|-----|
| 5a. | Accommodation | No | N/A | N/A |
| | Conference facilities | Yes | Yes | Yes |
| | Restaurant facilities | No | No | No |
| | Bar meals | No | No | No |

Social functions including:

| | | | | |
|-----|---|-----|-----|-----|
| 5b. | Weddings, funerals, birthdays, retirements etc. | Yes | Yes | Yes |
| | Club or other group meetings etc. | Yes | Yes | Yes |

Entertainment, including:

| | | | | |
|-----------------|------------------------------|-----|-----|-----|
| 5c. | Recorded music - see 5(g) | Yes | Yes | Yes |
| | Live performances - see 5(g) | Yes | Yes | Yes |
| | Dance facilities | Yes | Yes | Yes |
| | Theatre | Yes | Yes | Yes |
| | Films | Yes | Yes | Yes |
| | Gaming | Yes | Yes | Yes |
| | Indoor/outdoor sports | Yes | Yes | Yes |
| Televised sport | Yes | Yes | Yes | |

| | | | | |
|-----|-----------------------------|----|----|----|
| 5d. | Outdoor drinking facilities | No | No | No |
|-----|-----------------------------|----|----|----|

| | | | | |
|-----|---------------------|----|----|----|
| 5e. | Adult Entertainment | No | No | No |
|-----|---------------------|----|----|----|

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

While most activity will take place as matinee or evening events, the venue also welcomes external hires from groups and organisations which may require a 9am start. For these events, the bar would not open until core operating hours.

- Conference events may require an earlier start to allow entry and/or setup time.
- Weddings, funerals, birthdays and retirement events may require an earlier entry time to allow setup and decoration of the venue.
- Clubs/Group meetings or events may require an earlier entry time to allow preparations to be made prior to the start of the event.
- For entertainment events (as listed in 5c. above), earlier entry time may be required to allow equipment and resources to be setup and/or tested prior to the scheduled start time.

5(f) If you propose to provide any activities other than those listed in 5(a) - (e), please provide details or further information below.

Craft fairs/markets
Wedding Fairs
Exhibitions and displays
Meetings
Festivals
Information fair
Consultation event

5(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?

YES NO

When fully occupied, are there likely to be more customers standing than seated?

YES NO

5. ON-SALES ONLY - CHILDREN AND YOUNG PERSONS

6(a) When alcohol is being sold for consumption on the premises will children or young persons be allowed entry?

YES

NO

6(b) Where the answer to **6(a)** is YES provide statement of the TERMS under which they will be allowed entry

Ages 0-15 will be accompanied by an appropriate adult.

Ages 16-17 can attend events unaccompanied.

Ticketing and Event Terms and Conditions will clarify any exceptions to this rule.

6(c) Provide statement regarding the AGES of children or young persons to be allowed entry

Ages 0 - 17

6(d) Provide statement regarding the TIMES during which children and young persons will be allowed entry

Children and young people will be allowed entry during the hours of 09:00 and 01:00 in relation to any events being held in the venue.

Ticketing and Event Terms and Conditions will clarify any exceptions to this rule.

6(e) Provide statement regarding the PARTS of the premises to which children and young persons will be allowed entry

All public areas excluding the bar area, other than to pass by on the way in to and out of the venue (the bar is by the front door).

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

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

Signature  (* see note below)

Date 9th January 2016

Capacity APPLICANT / ~~AGENT~~ (delete as appropriate)

Tel. No. of signatory 

Email address theatreadmin@eastlothian.gov.uk

*** Data Protection Act 2018**

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



SCHEDULE 6 Regulation 7

DISABLED ACCESS AND FACILITIES STATEMENT

Licensing (Scotland) Act 2005, section 20(2)(b)(ia)

1. DISABLED ACCESS AND FACILITIES

1(a). Is there disabled access to the premises YES NO

1(b). Do you have facilities for those with a disability YES NO

1(c). Do you have any other provisions available to aid the use of the premises by disabled people YES NO

If you have answered Yes to any of the questions above please complete, as appropriate, the following sections.

2. DISABLED ACCESS TO, FROM AND WITHIN THE PREMISES

Please provide clear and detailed description of how accessible the premises are for disabled people. e.g. ramps, accessible floors, signage.

There is level, step-free access to the building from the street.

The car park behind the building has reserved spaces available for disabled attendees.

Audiences members who use a wheelchair will have access to spaces on the front row or at the end of any aisle.

3. FACILITIES AVAILABLE

Please describe in detail the facilities provided for disabled people.
e.g. disabled toilets, lifts, accessible tables.

The building has accessible toilets with clear signage.

The venue is all on one floor so no lift access is required.

4. OTHER PROVISIONS

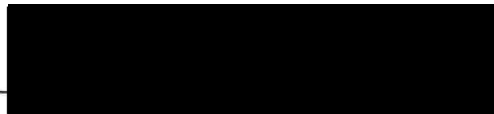
Please provide details of any other provisions made to aid the use of the premises by disabled people. e.g. assistance dogs welcome, large print menus.

Assistance dogs are welcome in the space

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this disabled access and facilities statement are true to the best of my knowledge and belief.

Signature  * (see note below)

Date 9th January 2026

Capacity Chairman of Brunton Theme Trust

APPLICANT/~~AGENT~~ (delete as appropriate)

Tel. no. of signatory 

Email 

*** Data Protection Act 2018**

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



SUPPLEMENTARY APPLICATION INFORMATION

This information is required in relation to all Premises Licence/Provisional Licence applications or any application which is a Premises Licence Variation, not considered to be a Minor Variation.

Application submissions generally tend to be insufficiently detailed as to provide a complete picture of what businesses propose to provide the public. Therefore, Licensing Boards often have too little information, in advance of Board hearings, to fully appreciate what is being applied for. This situation often leads to numerous unnecessary objections and representation being made due to interested parties, such as neighbouring residents, not understanding what proposed activities really relate to i.e. What does Live Music actually mean and how will it impact on their lives. For these reasons, the Board has made a policy decision to require applicants to provide a fuller description of their business proposals and detail how the five licensing objectives will be met.

BUSINESS PROFILE

Please describe your business offering

The Brunton @ Haddington Corn Exchange is a performing arts venue run by the Brunton Theatre Trust and has been in operation since 2023 when the Trust relocated its activity following the closure of Brunton Hall. This was initially a temporary measure but, following the permanent closure of Brunton Hall in October 2025, it is now a long-term relocation.

The venue will host an array of performing arts events including music concerts, theatre and dance performances and comedy nights, and acts as a venue for hire for community events and gatherings. To provide a welcoming experience for customers there will be a bar in operation at each event to offer refreshments.

Tickets are sold online and on the door at each event. The Trust is also supported by funding grants from East Lothian Council and Creative Scotland to support their operations.

ON CONSUMPTION

- (a) Please describe the type of business you intend to operate in respect of On consumption.

The venue will have a licensed bar in operation at each event to provide refreshments to audience members. This will provide alcoholic and non-alcoholic drinks, hot drinks and snacks. All refreshments must be consumed on the premises.

OFF CONSUMPTION

- (b) Please describe the type of business you intend to operate in respect of Off consumption & deliveries

Throughout the year we host craft fairs/markets, where stall holders may sell alcoholic products or products that contain alcohol.

**CLARIFICATION IS REQUIRED IN RELATION TO THE
CONTENT OF YOUR PROPOSED OPERATING PLAN**

To what extent do you intend to use any of the following: Accommodation;
Conference Facilities; Restaurant Facilities; Bar Meals:

The venue will be available for hire for conference events such as talks and presentations. These are likely to occur once a month on average throughout the year.

There are no accommodation, restaurant facilities or bar meals on the premises, however for some functions external catering services are employed to provide meals for weddings, funerals, conferences, award ceremonies etc.

Social Functions – Weddings; Birthdays; Retirements ; Other:

If you intend to provide for any of these functions please describe the nature and extent and likely frequency of each:

The venue will be available for hire for community celebrations such as anniversaries, retirements or small weddings. These are likely to occur once every 6 months. They are not a major part of our programme or hire offer.

Entertainment – Recorded Music; Live Performances; Dance Facilities; Theatre; Films; Gaming; Indoor/outdoor sports; Televised Sport - If you intend to provide for any of these facilities please describe the nature and extent and likely frequency of each:

The venue programmes a regular offer of live performances including music performances, theatre performances, dance performances and comedy. This offer averages at 3 events a week.

We also screen films occasionally, with an average of 6 a year.

Events predominantly take place in the evening and are run by an experienced Front of House and Technical Team. The venue capacity is a maximum of 396 for seated events and 700 for standing.

Outdoor Drinking Facilities - If you intend to provide outdoor drinking facilities please describe where and what the facilities will be used for. You will also be required to provide a statement in the objectives section how you intend to prevent public nuisance from use of such facilities:

We do not provide outdoor drinking facilities.

Adult Entertainment – If you intend to provide any entertainment of a sexual nature please state the type and likely frequency if use. Adult entertainment is any form of sexual stimulation and includes adult humour or explicit language. The Board will also expect you to address the objective of preventing harm to children and young persons:

We do not provide any adult entertainment.

Activities Outwith Licensed Core Hours - In your Operating Plan, at 5(e), you should have given details of any activity that will be provided outwith core licensed hours. If you wish you can expand on your explanation here:

While most activity will take place as a matinee or evening events, the venue also welcomes community hires which may require a 9am start.

The bar would not open until core operating hours.

Any Other Activities - In your Operating Plan at 5(f) you should have given details of any other type of activity you are likely to cater for. It would be useful to give an indication of the extent and frequency of such events:

The venue is available for hire and may host occasional community events such as craft fairs, wedding fairs, exhibitions and displays and meetings.

These will be programmed alongside the curated performance programme with an average of 2 per year.

Children and Young Persons – If you intend to provide access for children and young persons on the premises please provide details of what facilities you have on the premises in respect of different age groups. In addition, please state where and what baby changing facilities will be provided for children under five years.

The venue is one large hall that is accessed by the public, there are no separate areas for use by children or young persons.

There is a baby changing facility in the accessible toilet which is to the rear of the hall.

LICENSING OBJECTIVES

Please provide details below of how you will ensure that the 5 Licensing Objectives are complied with. It may be helpful in answering this section if you refer to the East Lothian Council Licensing Board's 'Statement of Licensing Policy', which can be found at

https://www.eastlothian.gov.uk/downloads/file/27884/statement_of_licensing_policy_2018-2023

Preventing Crime and Disorder

- The Front of House team has received bar training and this is routinely refreshed.
- No alcohol is sold to under 18s, and ID checks are in place for anyone who looks under 25 (Proof of Age Standard Scheme and Challenge 25 Scheme).
- The venue has a zero policy for drug possession or use on site, and security teams conduct bag checks for any large events where this may occur (e.g. large live music events).
- Front of House team manage the audience and will remove any members of the public who are drunk or aggressive. Security staff are in place for any events where this may be likely (e.g. large music or comedy events).
- Front of House teams conduct a litter pick up around the venue after each event.
- Children must be accompanied at our events. For events before 19:00 under 12's must be accompanied by an adult. For evening events after 19:00 under 16's must be accompanied by an adult. Standing gigs are for over 14's only and over 16's must be accompanied by an adult.
- For events with young performers (e.g. youth productions), chaperones are present to manage the young people and all staff in contact with a young person will have been PVG checked.
- All performance events are ticketed and Front of House staff manage entry from one door point.
- Any incidents of drunken behaviour or aggression are logged by the Front of House staff team, and police are notified if required.
- Last orders are taken at the interval of each performance - this is usually by 21:00.

Securing Public Safety:

- Capacity has been set and agreed with the East Lothian Council Fire Marshall team and based on the venue size and exit routes.
- Regular fire safety checks are carried out and all staff are regularly trained.
- The fire alarm system is routinely tested by the East Lothian Council team as it is a Council owned venue.
- The venue opening hours are 11:00 - 23:00.
- Drinks are served in plastic to ensure safety of audience members and staff.
- All technical equipment is PAT tested and routinely checked and maintained by the Brunton Technical team, all of whom are East Lothian Council employees. The equipment provider Black Light also carries out annual maintenance.
- Our Front of House Management team are First Aid Trained and there are First Aid supplies in the venue. A Defibrillator is brought in for large events, and we are looking in to securing one permanently moving forward.
- There is a Council approved risk assessment in place for the venue and this is routinely checked and maintained.
- Each event will have a ratio of 1 Front of House usher per 50 audience members + FOH Manager/s.
- Trained security staff from NEON are brought in for large scale events such as music and comedy performances.
- Venue is well maintained and kept in clean and working order.

Preventing Public Nuisance:

- The venues opening hours are 11:00 - 23:00 with most events running from 19:30 - 22:00. The venue curfew is 23:00.
- Events are programmed with the community in mind and are predominantly music, theatre, dance and comedy. No adult entertainment is programmed.
- The venue capacity is 396 seated and 700 standing, with the majority of events reaching a maximum of 300. Events above 300 will be supported by additional security staffing to ensure safety and consideration of the local community.
- All events are managed by a trained Front of House team, attendance is ticketed and entry is managed by a staff team through one entrance door.
- Signage is displayed to encourage respect of local neighbours on exiting the venue.
- Front of House staff ensure cleanliness of venue including waste collection and litter picking. Waste bins are at the rear of the venue which opens on to a carpark with no residential accommodation.
- The Technical team monitor sound levels for each performance, ensuring all events comply with guidance.
- The venue is next to a large carpark and close to bus stops for public transport connections for all patrons after each event.

Protecting and Improving Public Health:

- Signage is displayed to encourage responsible drinking.
- All bar staff receiving training and are monitored by the FOH manager each shift.
- Measure sizes are offered to customers and a range of alcoholic and non-alcoholic beverages are available. Snacks are also on offer.
- Challenge 25 checks are made.
- Alcohol prices are in line with legal guidance and no offers are made on drinks.
- Sound levels are monitored by the Technical Team and are in line with industry guidance.
- First aid boxes are available throughout the venue and staff are aware of nearby defibrillator. Each event will have a nominated First Aid lead.

Protecting Children and Young Persons From Harm:

- The venue is one large hall for use by customers with no small or enclosed areas.
- There are baby changing facilities in the accessible toilet to the rear of the venue. All toilets include cubicles.
- For events before 19:00 under 12's must be accompanied by an adult. For evening events after 19:00 under 16's must be accompanied by an adult.
- Challenge 25 checks in place for alcohol sales and all bar staff receive training on the risk of underaged drinking.
- Refusal log is kept for any alcohol sales requested by under aged customers.
- For events featuring young performers, all staff will have PVGs in place, young people will have a chaperone to accompany them in the venue and a risk assessment in place.
- Snacks and drinks for young people will be placed separately from alcoholic drinks in the bar area.

APPLICATION SUPPORTING COMMENTS

Additional Information

The Brunton Theatre Trust has held a Premises Licence for Brunton Hall for many years. Since taking over the Haddington Corn Exchange our licence has been granted on an Occasional Licence basis with the support of the Licensing Board and team at East Lothian Council.

SIGNATURE AND DECLARATION BY APPLICANT

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

Supporting Comments

i.e. reasons why the Board should support your application.

The Brunton @ Haddington Corn Exchange is an exciting cultural and community hub in Haddington, and it has run successfully and without incident since 2023 when the Trust took over the venue following the closure of their home at Brunton Hall.

The venue has hosted a wide array of theatre, dance, comedy and music, as well as a busy season of community events, and we are excited to continue to build on this to cater to the people of Haddington and East Lothian more widely.

The inclusion of the bar within the venue space is very important in creating a welcoming atmosphere and enjoyable experience for our customers. While the decision on the future of Brunton Hall was made we ran the bar with Occasional Licences. Now that the future of the building is known we are applying for a Premises Licence which will allow us to continue our offer, reduce the administration around this, and embed the robust processes that we have established at Brunton Hall into this new space.

(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 _____

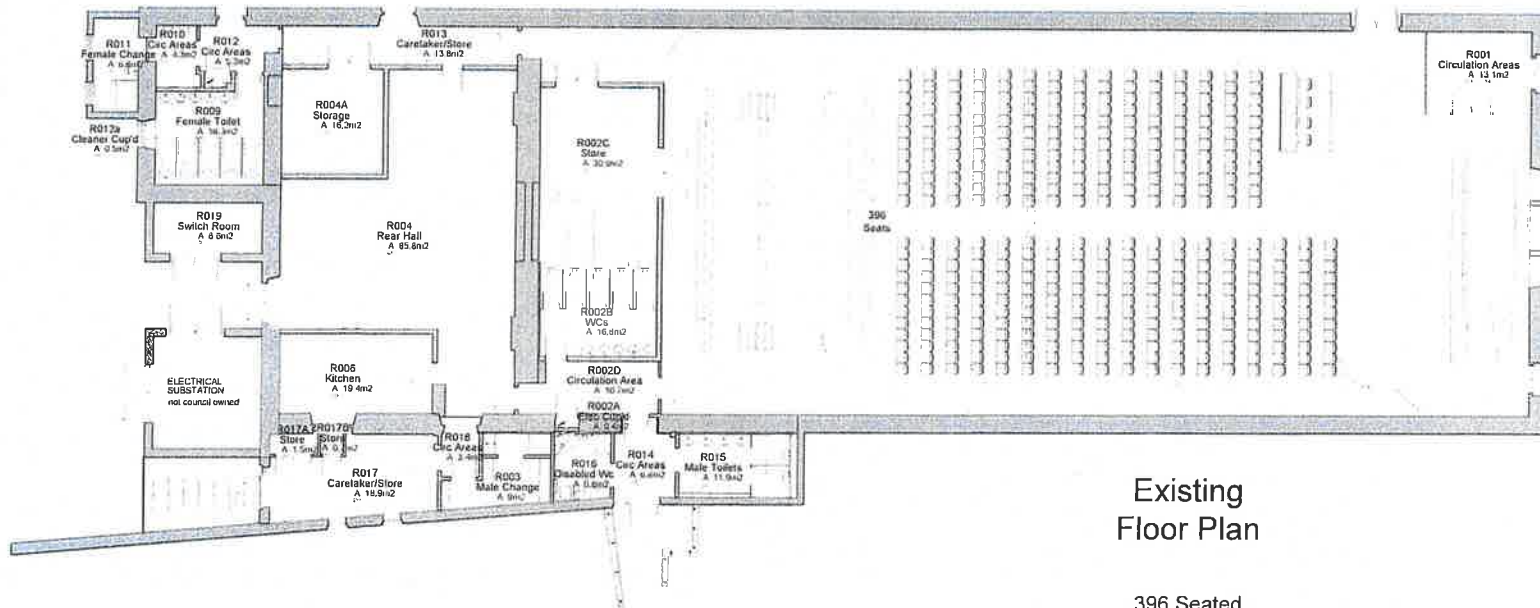
Date _____

GL
January 2026



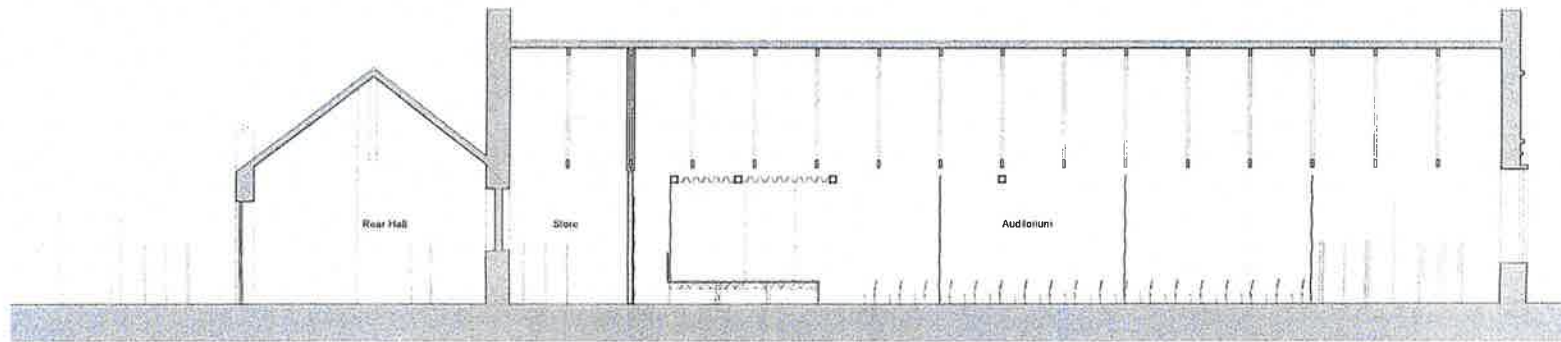
General Notes:

1. Copyright of this drawing is vested by East Lothian Council.
2. All work is to be carried out in accordance with the current Building Regulations and Scottish Building Standards.
3. Refer to Schedule of Work for all work and documents for structural drawings and specifications.
4. Refer to Mechanical and Electrical Schedules for mechanical and electrical drawings and specifications.
5. Refer to the Designer's drawings and documents for all work to be done and to be completed.



Existing Floor Plan

396 Seated Capacity



Comment

East Lothian Council

| | | | |
|--------------------------------------|-------------------------|---------------------|---------------|
| Haddington Corn Exchange Feasibility | | 1:100 | A1 |
| 1:400 | 23-C-105-001-D-A-000001 | Existing Floor Plan | 1:5000 1/2 A1 |

Our ref: 24/00048/COM
Your ref: BTT/MM
Direct Line: 01620 827365
E Mail: ehs@eastlothian.gov.uk

21st March 2025

Brunton Theatre Trust
The Brunton
Ladywell Way
Masselburgh
EH21 6AF

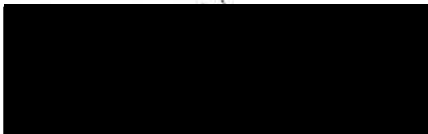
FAO Kirsty Somerville

Dear Madam,

THE LICENSING (FOOD HYGIENE REQUIREMENTS) (SCOTLAND) ORDER 2011
The Brunton @ The Corn Exchange, Haddington Corn Exchange, Court Street, Haddington,
East Lothian EH41 3DS

I hereby certify, in terms of Section 50 of the Licensing (Scotland) Act 2005, that the premises operated by Brunton Theatre Trust trading as The Brunton @ The Corn Exchange, Haddington Corn Exchange, Court Street, Haddington EH41 3DS comply with the requirements the EU provisions which are listed in Schedule 2 to the Food Hygiene (Scotland) Regulations 2006 (S.S.I. 2006/3)

Yours faithfully,



Marion Muir
Food & Safety Officer

cc Licensing Board

An invoice for £135.60 will be issued by our Finance department.

cc copy to Licensing Board

NB There will be a charge of £135.60 for this Certificate which will be invoiced in due course.

**LICENSING (SCOTLAND) ACT 2005
BUILDING (SCOTLAND) ACTS 2003**
**SECTION 50
BUILDING STANDARDS CERTIFICATE**

Section 50 Application No: 25/00008/S50

Applicant: Brunton Theatre Trust Brunton Hall Ladywell Way Musselburgh
East Lothian EH21 6AF

Agent: N/a

Premises Address: Corn Exchange Court Street Haddington East Lothian EH41 3DS

Proposed Use of Premises: Performance venue & community events space

I confirm that a late completion certificate **21/00393/LCC** was processed and an acceptance for this issued on **11.09.2024**

Therefore, in terms the above Acts, I have no objections to the granting of a Premises License.

| Drwg No. | Rev. | Description. | Source. |
|----------|------|---------------------------------------|---------|
| | | Building Warrant & Licensing drawings | |

Signed:  **Date:** 09.06.2025

Frank Fairgrieve
Building Standards Team Manager

Contact Details:

Address: Building Standards, Engineering Services & Building Standards,
East Lothian Council, John Muir House, Haddington, East
Lothian EH41 3HA

Tel No: 01620 827 216

Email: buildingstandards@eastlothian.gov.uk
[Marked for the attention of Frank Fairgrieve]

Issued To: Brunton Theatre Trust Brunton Hall Ladywell Way Musselburgh East Lothian EH21
6AF (by e mail)

Copied To: Licensing, East Lothian Council, John Muir House, Haddington (by e mail)

LICENSING (SCOTLAND) ACT 2005
TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997

**SECTION 50
PLANNING CERTIFICATE**

APPLICANT: **Brunton Theatre Trust**

NAME AND ADDRESS OF PREMISES: **Haddington Corn Exchange, Court Street, Haddington, EH41 3DS**

SECTION 50 PLANNING CERTIFICATE

- I confirm that planning permission (ref:) under the Town and Country Planning (Scotland) Act 1997 in respect of any development of the subject premises in connection with their proposed use as a licensed premises has been obtained.
- I confirm that planning permission is not required.

SECTION 50 PROVISIONAL PLANNING CERTIFICATE

- I confirm that planning permission (ref:) has been obtained in respect of the construction or conversion of the subject premises.
- I confirm that planning permission is not required.

I hereby confirm that, in terms the above Acts, I have no objections to the granting of the Confirmation of the Premises License to cover the above proposals.

Signed:



Date: **16th April 2025**

Keith Dingwall
Chief Planning Officer

27/01/2026

Your Ref: EL0426

Our Ref: 984385

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

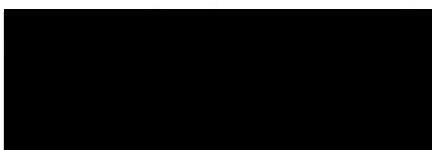
Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE GRANT OF A
PREMISES LICENCE
HADDINGTON CORN EXCHANGE
CORN EXCHANGE, COURT STREET, HADDINGTON, EAST LoTHIAN, EH41
3DS**

I refer to the above application and in terms of Section 21(4)(a)(i) and (ii) of the Licensing (Scotland) Act 2005, I have to advise you that neither the applicant nor any connected person has been convicted of any relevant offence.

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

Yours faithfully



Gregg Banks
Divisional Commander

For enquiries, please contact the Licensing Department on 0300 424 0033

EAST LoTHIAN COUNCIL

Licensing Standards

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 26th January 2026

Subject: LICENSING (SCOTLAND) ACT 2005

PREMISES LICENCE APPLICATION

**BRUNTON THEATRE TRUST - HADDINGTON CORN EXCHANGE, COURT STREET,
HADDINGTON, EAST LoTHIAN, EH41 3DS**

I refer to the above subject and can confirm that the applicant and representatives have liaised at length with me in relation to this application. I have visited the premises on several occasions over the last 2 years whilst it has operated using occasional licences. The premises has always been found to be well run and compliant. The management staff are knowledgeable and aware of their responsibilities. There have been no complaints about the premises.

I can confirm that the application is compliant with the Act.

The on-sale hours requested fall within Board policy and the off sales hours are compliant with the Act.

The applicant was guided to include a variety of activities as the intention is to create a community asset that can be used for numerous types of events. I welcome this application and the move away from occasional licence use.

If successful in obtaining the premises licence, the premises will be subject to a licensing inspection.

Licensing Standards Officer

Herkes, Gillian

From: Robertson, Scott
Sent: 15 January 2026 08:41
To: Licensing
Subject: Re: EL0426 - Premises Licence Application - Haddington Corn Exchange

Hello,

Please note I have no comments or objections to this application.

Regards
Scott

Scott Robertson | 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: 13 January 2026 13:48
To: Lothian & borders Police (lothianscotborderslicensingeastmid@scotland.pnn.police.uk) <lothianscotborderslicensingeastmid@scotland.pnn.police.uk>; Licensing Standards Officer <ls@eastlothian.gov.uk>; Environment Reception <environment@eastlothian.gov.uk>; Environmental Health/Trading Standards <ehts@eastlothian.gov.uk>; Fire (torquil.cramer@firescotland.gov.uk) <torquil.cramer@firescotland.gov.uk>; 'kat.burke@nhs.scot' <kat.burke@nhs.scot>; all@haddingtoncc.org.uk <all@haddingtoncc.org.uk>
Subject: EL0426 - Premises Licence Application - Haddington Corn Exchange

Hi
Please find attached EL0426 - Premises Licence Application - Haddington Corn Exchange for report. Last day for reports 5th February 2026.

Regards
Alison

Alison Rafferty

Licensing Officer | East Lothian Council | John Muir House | Haddington EH41 3HA | T. 01620 827664 | E. licensing@eastlothian.gov.uk

****please note my working week is Monday, Tuesday, Thursday, Friday**

Protect Our Privacy: use a password manager to store your passwords. Never leave passwords near your computer or use the same password for multiple applications

Verbal abuse and threatening behaviour is never acceptable. #zerotolerance

We're living through stressful times right now, and everyone's feeling it.

Our staff are doing their best to assist local residents and businesses whilst delivering essential services.

Please, be nice.



BE NICE
RESPECT US AS WE RESPECT YOU





APPLICATION FOR VARIATION OTHER THAN MINOR VARIATION

LICENSING (SCOTLAND) ACT 2005, SECTION 29

3a

**This application should only be completed by the Licence Holder
of the appropriate Premises Licence or their Agent.**

1. TYPE OF VARIATION

This application for Variation other than a Minor Variation of Premises Licence is made under Section 29(5) of the Licensing (Scotland) Act 2005 in order to vary - (Tick all relevant boxes)

- Any of the Conditions to which the Premises Licence is subject
- Any of the information contained within the Operating Plan
- The Layout Plan
- Any other information contained or referred to in the licence (including any addition, deletion or other modification).

(Provide Details)

The accessible alcohol display on the sales floor is being amended broadening the range of wines.

Update premises licence holders details

East Lothian Council
Licensing

www.eastlothian.gov.uk

- 7 JAN 2026

Received

2. PREMISES LICENCE DETAILS

2(a) Licence Number of Premises EL407

2(b) Name and Address of Premises Premier (Dunbar)

135 High St, Dunbar

Post Code EH42 1ES Tel. No. [REDACTED]

Email [REDACTED]

2(c) Full Name and Address of Current Licence Holder

Shivakumar Kandasawamy, [REDACTED]

[REDACTED] Post Code [REDACTED]

Tel. No. [REDACTED] Email address [REDACTED]

3. NATURE OF VARIATION

Complete the relevant section(s) regarding the variations sought -

3(a) Variation to the Conditions to which the Premises Licence is subject

Provide details of the Condition(s) to be varied and the variation being sought

| |
|-----|
| N/A |
|-----|



3(b) Variation to the information contained within the Operating Plan of the Premises Licence

Provide a copy of the proposed operating plan and detail below the proposed changes. (See Note 1)

Increase alcohol display area to 41.82m²

3(c) Variation to the Layout Plan of the Premises Licence

A copy of the proposed Layout Plan must accompany this application. (See Note 2)
In addition please provide details below of the proposed change to the layout of the Premises.

Amended existing accessible display area by creating dedicated wine area outside beer cave

3(d) Variation to any other information contained or referred to in the licence

Provide details below of any other variation sought to the Premises Licence (e.g. Alteration to the description of the premises contained within the Premises Licence)

Change address of existing premises licence holder and premises manager to :

[REDACTED]



4. LICENCE TO BE AMENDED (See note 3 below)

Does the appropriate Premises Licence accompany this application?

YES NO

If the answer is NO, please provide an explanation.

I am unable to produce the Premises Licence because –

- The licence has not yet been issued by the Board
- The licence has already been returned to the Board in respect of an earlier application for variation or transfer
- Other (provide details)

5. FEE PAYABLE

Information on fees can be found at https://www.eastlothian.gov.uk/info/210571/licensing/12259/alcohol_licences/2

If submitted with an application for transfer, please specify the order in which the applications are to be considered–

- Application for Transfer of Premises Licence followed by Application for Variation
- Application for Variation followed by Application for Transfer of Premises Licence



DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

I confirm that

(a) the contents of this Application are true to the best of my knowledge and belief; and

- (b) (i) the appropriate fee of £ 200.00 is enclosed
- (ii) the proposed Operating Plan is enclosed
- (iii) the proposed Layout Plan is enclosed
- (iv) the Premises Licence is enclosed

Signature _____ (See note 5 overleaf)

Name (in Capital Letters) Gordon Emslie

Date 12th Dec 2025

Capacity APPLICANT / AGENT (delete as appropriate)

If agent, please provide details

Full name Gordon Emslie, GNE Consultancy Ltd

Address 47 Wallace Brae Drive, Reddingmuirhead, Falkirk

Post Code FK2 0FB

Tel. No. 07909 754134 Email address gordon@gneconsultancy.co.uk

Note 1

Please note that the proposed Operating Plan must contain any aspects of the current Operating Plan that are to be preserved should the variation be granted. (e.g. If the current Operating Plan allows a premises to have 'live performances' but this is not requested on the proposed Operating Plan then the Licensing Board would view such an omission as a request to have 'live performances' deleted from the Operating Plan of the Premises.)

Alcohol - Application for Major Variation to Licence



Note 2

Please refer to Paragraph 5 of the Premises Licence (Scotland) Regulations 2007 regarding the format of Layout Plans.

Note 3

The appropriate premises licence (including summary licence, operating plan and layout plan) must be returned to the Licensing Authority in order that the licence documents can be updated to reflect the details of the variation. If you are in possession of the appropriate Premises Licence but unable to provide said licence with this application, you must ensure the licence is forward to the Licensing Authority within 14 days in order to complete the process of variation.

Please note also that once the variation is completed, any certified copies of the appropriate Premises Licence must also be updated to reflect the details of the variation.

Note 4

This refers to an application to Transfer the Premises Licence made under either Section 33(1) or Section 34(1) of the Licensing (Scotland) Act 2005 .

Note 5: Data Protection Act 2018

The information on this form will be used to update the Premises Licence of the appropriate premises. Accordingly, the information contained on this form may be held on an electronic public register which may be available to members of the public on request.

CONTACT US

East Lothian Licensing Board
Licensing Office, John Muir House
Haddington, East Lothian
EH41 3HA

Phone: 01620 827664

Email: licensing@eastlothian.gov.uk

| FOR OFFICE USE ONLY | | |
|------------------------|----------------|----------------|
| Received & Receipt No. | System Updated | Licence Issued |



East Lothian Council Licensing Board



OPERATING PLAN

LICENSING (SCOTLAND) ACT 2005, SECTION 20(2)(B)(i)

This application should only be completed by the Licence Holder of the appropriate Premises Licence or their Agent.

1. STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/~~OFF~~ PREMISES OR BOTH

Name and Address of Premises PREMIER (DUNBAR)
135 HIGH ST, DUNBAR, EAST LOTHIAN
Post Code EH42 1ES

- 1(a)** Will alcohol be sold for consumption solely ON the premises? YES NO
- 1(b)** Will alcohol be sold for consumption solely OFF the premises? YES NO
- 1(c)** Will alcohol be sold for consumption both ON and OFF the premises? YES NO

www.eastlothian.gov.uk

2. STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION ON PREMISES

| DAY | ON CONSUMPTION | |
|-----------|----------------|---------------|
| | Opening time | Terminal Hour |
| Monday | N/A | N/A |
| Tuesday | N/A | N/A |
| Wednesday | N/A | N/A |
| Thursday | N/A | N/A |
| Friday | N/A | N/A |
| Saturday | N/A | N/A |
| Sunday | N/A | N/A |

3. STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION OFF PREMISES

| DAY | OFF CONSUMPTION | |
|-----------|-----------------|---------------|
| | Opening time | Terminal Hour |
| Monday | 10:00 am | 10:00 pm |
| Tuesday | 10:00 pm | 10:00 pm |
| Wednesday | 10:00 am | 10:00 pm |
| Thursday | 10:00 am | 10:00 pm |
| Friday | 10:00 am | 10:00 pm |
| Saturday | 10:00 am | 10:00 pm |
| Sunday | 10:00 am | 10:00 pm |



4. SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand?

YES NO

*If YES – provide details



5. PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

| ACTIVITY | ACTIVITY PROVIDED? YES / NO | To be provided during core licenced hours. Please confirm YES / NO | Where activities are also to be provided outwith core licensed hours. Please confirm YES/NO |
|----------|--------------------------------|---|--|
|----------|--------------------------------|---|--|

| | | | | |
|-----|-----------------------|---|-----|-----|
| 5a. | Accommodation | N | N/A | N/A |
| | Conference facilities | N | N | N |
| | Restaurant facilities | N | N | N |
| | Bar meals | N | N | N |

Social functions including:

| | | | | |
|-----|---|---|---|---|
| 5b. | Weddings, funerals, birthdays, retirements etc. | N | N | N |
| | Club or other group meetings etc. | N | N | N |

Entertainment, including:

| | | | | |
|-----|------------------------------|---|---|---|
| 5c. | Recorded music – see 5(g) | Y | Y | Y |
| | Live performances – see 5(g) | N | N | N |
| | Dance facilities | N | N | N |
| | Theatre | N | N | N |
| | Films | N | N | N |
| | Gaming | N | N | N |
| | Indoor/outdoor sports | N | N | N |
| | Televised sport | N | N | N |

| | | | | |
|-----|-----------------------------|---|---|---|
| 5d. | Outdoor drinking facilities | N | N | N |
|-----|-----------------------------|---|---|---|

| | | | | |
|-----|---------------------|---|---|---|
| 5e. | Adult Entertainment | N | N | N |
|-----|---------------------|---|---|---|



Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

BACKGROUND MUSIC WILL BE PLAYED ALL TRADING HOURS.



5(f) If you propose to provide any activities other than those listed in 5(a) - (e), please provide details or further information below.

THE STORE WILL OPEN AT 7AM DAILY.
THE STORE WILL OFFER THE FOLLOWING SERVICES:
HOME DELIVERY OF FOOD AND ALCOHOL
PARCEL COLLECTION SERVICE
FOOD TO GO.

5(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?

YES NO

When fully occupied, are there likely to be more customers standing than seated?

YES NO



East Lothian Council Licensing Board

6. ON-SALES ONLY - CHILDREN AND YOUNG PERSONS

6(a) When alcohol is being sold for consumption on the premises will children or young persons be allowed entry?

YES NO
N/A

6(b) Where the answer to **6(a)** is YES provide statement of the TERMS under which they will be allowed entry

N/A

6(c) Provide statement regarding the AGES of children or young persons to be allowed entry

N/A

6(d) Provide statement regarding the TIMES during which children and young persons will be allowed entry

N/A

6(e) Provide statement regarding the PARTS of the premises to which children and young persons will be allowed entry

N/A



7. CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

OFF SALES - 41.82m²

8. PREMISES MANAGER

(NOTE: not required where application is for grant of provisional premises licence)

Full Name SHIVAKUMAR KANDASWAMY

Date of birth [REDACTED]

Contact address [REDACTED]

Post Code [REDACTED]

Tel. No. [REDACTED] Email address [REDACTED]

Personal licence

Date of issue 1st SEPT 2019

Name of Licensing Board issuing EAST LoTHIAN LICENSING BOARD

Reference no. of personal licence EL 397



East Lothian Council Licensing Board

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

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

Signature  (* see note below)

Name (in Capital Letters) GORDON EMSLIE

Date 12/12/2025

Capacity ~~APPLICANT~~ / AGENT (delete as appropriate)

Tel. No. of signatory 07909 754134

Email address gordon@gneconsultancy.co.uk

*** Data Protection Act 2018**

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



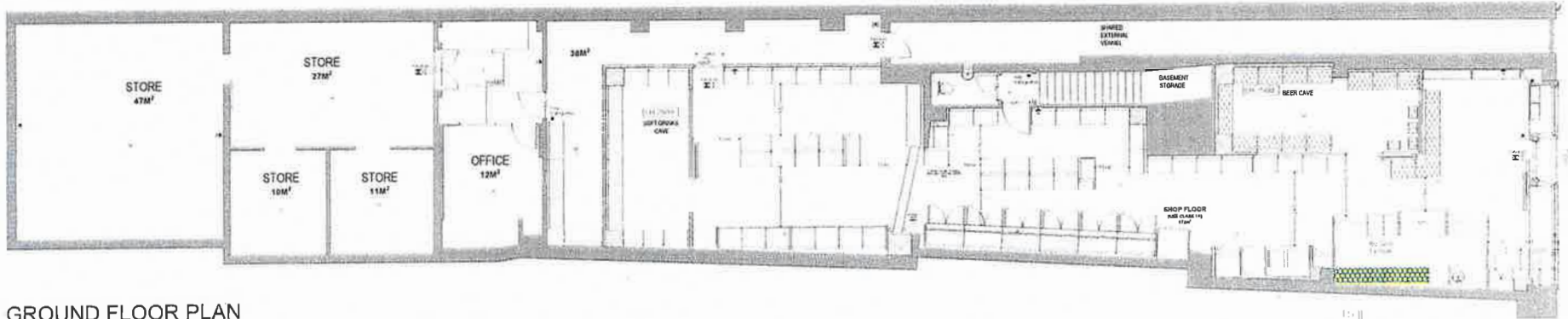
NOTES:
 1. All work shall be done in accordance with the relevant codes of practice.
 2. All work shall be done in accordance with the relevant codes of practice.
 3. All work shall be done in accordance with the relevant codes of practice.
 4. All work shall be done in accordance with the relevant codes of practice.
 5. All work shall be done in accordance with the relevant codes of practice.



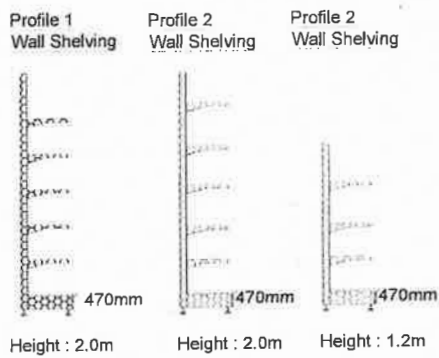
- Fire Exit
- Fire Extinguisher
- Smoke Detector



LOCATION PLAN SCALE 1:1250



GROUND FLOOR PLAN



| | |
|--|--|
| Total Display Area of Alcohol (Inaccessible) | |
| Inaccessible :- | 3.065m(W) x 2.0m(H) = 6.130m2 |
| Total Display Area of Alcohol (Accessible) | |
| Accessible Shelving full height :- | 11.065m(W)x 2.0m(H) = 22.13m2 |
| Accessible Shelving low height :- | 4.8m(W)x 1.2m(H) = 5.76m2 4.4m(W)x 1.5m(H) = 6.60m2 |
| Stacks :- | 1.2m (W) x 1.0m(H) = 1.20m2 |
| Total Display Area Accessible and Inaccessible - | |
| Off Sales Capacity = | 41.82m2 |

Children And Young Persons Are Permitted Access To Public Areas Of The Premises

- Toilet Area
- Display Area of Alcohol (Inaccessible)
- Display Area of Alcohol (Accessible)

SHIVAKUMAR KANDASWAMY ARCHITECTS & DESIGN LTD
 135 HIGH STREET
 DUNBAR
 EH42 1ES

ALCOHOL DISPLAY PLAN

DIS_001

14/01/2026

Your Ref: EL407

Our Ref: 980124



**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 VARIATION OF A PREMISES LICENCE
PREMIER STORE DUNBAR
135 HIGH STREET, DUNBAR, EAST LoTHIAN, EH42 1ES.
PLH – SHIVAKUMAR KANDASWAMY**

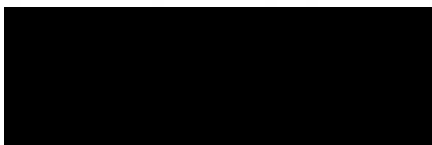
I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of increase off sales display, change home address of DPM.

In terms of Section 29(5) this request can be considered a variation.

I have no adverse comment to make regarding the variation proposed.

Yours faithfully



Gregg Banks

EAST LoTHIAN COUNCIL

Licensing Standards

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 3rd February 2026

Subject: LICENSING (SCOTLAND) ACT 2005

PREMISES MAJOR VARIATION APPLICATION

EL407, PREMIER, 135 HIGH STREET, DUNBAR, EAST LoTHIAN EH42 1ES

I can confirm that the application has been discussed with the premises licence holder and his agent Mr Emslie. The site notice was correctly displayed. The variation is to add additional capacity to reconfigure the wine display area outside the beer cave.

The changes applied for are:

- Change the layout
- Altering the off sales capacity to 41.82m²

The application is compliant with the Act.

I have received no complaints about the premises and during a recent compliance check some minor issues were rectified quickly where guidance was taken on board.

Licensing Standards Officer

Licensing

From: Robertson, Scott
Sent: 08 January 2026 09:07
To: Licensing
Subject: Re: Major Variation - 135 High Street, Dunbar (Premier Store)

Hello,

Please note I have no comments or objections to this application.

Regards
Scott

Scott Robertson | 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: Wednesday, January 07, 2026 10:50
To: Lothian Scot Borders Licensing East Mid Lothian
<lothianscotborderslicensingeastmid@scotland.police.uk>; Licensing Standards Officer
<lso@eastlothian.gov.uk>; Environmental Health/Trading Standards <ehts@eastlothian.gov.uk>;
Environment Reception <environment@eastlothian.gov.uk>; Torquil Cramer
(torquil.cramer@firescotland.gov.uk) <torquil.cramer@firescotland.gov.uk>; 'kat.burke@nhs.scot'
<kat.burke@nhs.scot>; secretary@dunbarcommunitycouncil.org.uk
<secretary@dunbarcommunitycouncil.org.uk>
Subject: Major Variation - 135 High Street, Dunbar (Premier Store)

Good Morning

Please find attached Major Variation for the above premises to increase alcohol display capacity to 41.82m² – this is to amend existing accessible display area by creating dedicated wine area outside beer cave for report by 29th January 2026.

Kind regards

Gillian

Gillian Herkes

Licensing Officer

Democratic & Licensing Services

John Muir House

Haddington

East Lothian Council

01620 827664

gherkes@eastlothian.gov.uk

Please note :- My working days are Tuesday to Friday



Law Society
of Scotland

Accredited paralegal
liquor licensing

EL0148

£200

99899

East Lothian Council
Licensing
- 6 JAN 2026
Received



Police LSO
RUE ENV REC

ETS CC

NHS

APPLICATION FOR VARIATION OTHER THAN MINOR VARIATION

LICENSING (SCOTLAND) ACT 2005, SECTION 29

3b

**This application should only be completed by the Licence Holder
of the appropriate Premises Licence or their Agent.**

1. TYPE OF VARIATION

This application for Variation other than a Minor Variation of Premises Licence is made under Section 29(5) of the Licensing (Scotland) Act 2005 in order to vary - (Tick all relevant boxes)

- Any of the Conditions to which the Premises Licence is subject
- Any of the information contained within the Operating Plan
- The Layout Plan
- Any other information contained or referred to in the licence (including any addition, deletion or other modification).

(Provide Details)

2. PREMISES LICENCE DETAILS

2(a) Licence Number of Premises EL0148

2(b) Name and Address of Premises Premier Store (Tranent)

8 Muirpark Drive, Tranent , East Lothian

Post Code EH33 2PE Tel. No.

Email

2(c) Full Name and Address of Current Licence Holder

Anila Ali, [REDACTED]

Post Code [REDACTED]

Tel. No. [REDACTED] Email address [REDACTED]

3. NATURE OF VARIATION

Complete the relevant section(s) regarding the variations sought -

3(a) Variation to the Conditions to which the Premises Licence is subject

Provide details of the Condition(s) to be varied and the variation being sought

N/A

3(b) Variation to the information contained within the Operating Plan of the Premises Licence

Provide a copy of the proposed operating plan and detail below the proposed changes. (See Note 1)

Increase Offsales to 33.68m2

3(c) Variation to the Layout Plan of the Premises Licence

A copy of the proposed Layout Plan must accompany this application. (See Note 2)
In addition please provide details below of the proposed change to the layout of the Premises.

Additional displays in beer cave

3(d) Variation to any other information contained or referred to in the licence

Provide details below of any other variation sought to the Premises Licence (e.g. Alteration to the description of the premises contained within the Premises Licence)

None



4. LICENCE TO BE AMENDED (See note 3 below)

Does the appropriate Premises Licence accompany this application?

YES NO

If the answer is NO, please provide an explanation.

I am unable to produce the Premises Licence because -

- The licence has not yet been issued by the Board
- The licence has already been returned to the Board in respect of an earlier application for variation or transfer
- Other (provide details)

The original documentation can be posted in if required.

5. FEE PAYABLE

Information on fees can be found at

https://www.eastlothian.gov.uk/info/210571/licensing/12259/alcohol_licences/2

If submitted with an application for transfer, please specify the order in which the applications are to be considered-

- Application for Transfer of Premises Licence followed by Application for Variation
- Application for Variation followed by Application for Transfer of Premises Licence

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

I confirm that

(a) the contents of this Application are true to the best of my knowledge and belief; and

(b) (i) the appropriate fee of £ 200.00 is enclosed

(ii) the proposed Operating Plan is enclosed

(iii) the proposed Layout Plan is enclosed

(iv) the Premises Licence is enclosed

Signature Gordon Emslie (See note 5 overleaf)

Date 19th Nov 2025

Capacity APPLICANT / AGENT (delete as appropriate)

If agent, please provide details

Full name Gordon Emslie, GNE Consultancy Ltd

Address 47 Wallace Brae Drive, Reddingmuirhead, Falkirk

Post Code FK2 0FB

Tel. No. 07909754134

Email address _____

Note 1

Please note that the proposed Operating Plan must contain any aspects of the current Operating Plan that are to be preserved should the variation be granted. (e.g. If the current Operating Plan allows a premises to have 'live performances' but this is not requested on the proposed Operating Plan then the Licensing Board would view such an omission as a request to have 'live performances' deleted from the Operating Plan of the Premises.)

Note 2

Please refer to Paragraph 5 of the Premises Licence (Scotland) Regulations 2007 regarding the format of Layout Plans.

Note 3

The appropriate premises licence (including summary licence, operating plan and layout plan) must be returned to the Licensing Authority in order that the licence documents can be updated to reflect the details of the variation. If you are in possession of the appropriate Premises Licence but unable to provide said licence with this application, you must ensure the licence is forward to the Licensing Authority within 14 days in order to complete the process of variation.

Please note also that once the variation is completed, any certified copies of the appropriate Premises Licence must also be updated to reflect the details of the variation.

Note 4

This refers to an application to Transfer the Premises Licence made under either Section 33(1) or Section 34(1) of the Licensing (Scotland) Act 2005 .

Note 5: Data Protection Act 2018

The information on this form will be used to update the Premises Licence of the appropriate premises. Accordingly, the information contained on this form may be held on an electronic public register which may be available to members of the public on request.

CONTACT US

East Lothian Licensing Board
Licensing Office, John Muir House
Haddington, East Lothian
EH41 3HA

Phone: 01620 827217 / 827867 / 820114

Email: licensing@eastlothian.gov.uk

| FOR OFFICE USE ONLY | | |
|----------------------------|----------------|----------------|
| Received & Receipt No. | System Updated | Licence Issued |
| | | |

Premier, 8 Muirpark Drive, Tranent



13/01/2026

Your Ref: EL0148

Our Ref: 979865

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 VARIATION OF A PREMISES LICENCE
PREMIER STORE TRANENT
8 MUIRPARK DRIVE, TRANENT, EAST LOTHIAN, EH33 2PE
PLH – ANILA ALI**

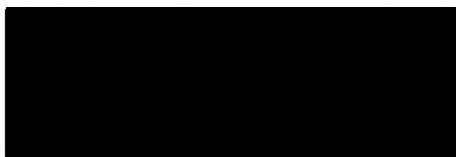
I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of increasing off sales capacity.

In terms of Section 29(5) this request can be considered a variation.

I have no adverse comment to make regarding the variation proposed.

Yours faithfully



Gregg Banks
Divisional Commander

For enquiries, please contact the Licensing Department on 0300 424 0033

EAST LOTHIAN COUNCIL

Licensing Standards

From: Licensing Standards Officer

To: C. Grilli

Clerk to the Licensing Board

Date: 9th January 2026

Subject: LICENSING (SCOTLAND) ACT 2005

PREMISES LICENCE MAJOR VARIATION

EL0148, PREMIER STORE (TRANENT), 8 MUIRPARK DRIVE, TRANENT, EAST LOTHIAN, EH33
2PE

I can confirm that the application has been discussed with the premises licence holder Mrs Anila Ali. The site notice was correctly displayed. The variation is to add additional capacity to the already refrigerated beer cave.

The changes applied for are:

- Change the layout
- Altering the off sales capacity to 33.68m²

I have received no complaints about the premises and during a recent compliance check some minor issues were rectified quickly where guidance was taken on board.

Licensing Standards Officer

Licensing

From: Robertson, Scott
Sent: 08 January 2026 09:14
To: Licensing
Subject: EL0148 - Premier Store (Tranent) 8 Muirpark Drive, Tranent -NMV

Hello,

Unfortunately, the original email corrupted when I tried to reply but I have viewed the documents and confirm I have no comments or objections to this major variation application at Premier Store -Muirpark.

Regards
Scott

Scott Robertson | 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

Verbal abuse and threatening behaviour is never acceptable. #zerotolerance

We're living through stressful times right now, and everyone's feeling it.

Our staff are doing their best to assist local residents and businesses whilst delivering essential services.

Please, be nice.



BE NICE
RESPECT US AS WE RESPECT YOU



Licensing

From: Muir, Marion
Sent: 06 January 2026 10:20
To: Licensing
Subject: FW: EL0148 - Premier Store (Tranent) 8 Muirpark Drive, Tranent - NMV
Attachments: Premier Store (Tranent) 8 Muirpark, Tranent Major Variation application(Dec amended)_cpchecked.pdf; Premier Store (Tranent) 8 Muirpark Drive, Tranent - new operating plan Nov 2025 (amended).pdf; 22-000 Muirpark Dr, Tranent Rev B-Proposed Licence Rev A.pdf

Dear Licensing

I would advise that Business Compliance-Environmental Health have no objections or adverse comments to make in relation to the application but noted the following-

- The date given in new operating plan for the issue of a personal licence in Section 8 is 2029.
- The home address for the operators is different from the information we have on file; we will get in touch with the operators to get their information/registration details updated.

Best regards

Marion

Marion Muir
Business Compliance- Environmental Health,
Protective Services,
Communities & Partnerships, Children and Communities.
East Lothian Council, John Muir House, Court Street, Haddington, East Lothian EH41 3HA

Phone: 01620 827234/07990 540729

Email: mmuir@eastlothian.gov.uk

Website: www.eastlothian.gov.uk

From: Environmental Health/Trading Standards <ehts@eastlothian.gov.uk>
Sent: 06 January 2026 09:11
To: Muir, Marion <mmuir@eastlothian.gov.uk>
Subject: FW: EL0148 - Premier Store (Tranent) 8 Muirpark Drive, Tranent - NMV

From: Licensing <licensing@eastlothian.gov.uk>
Sent: 06 January 2026 08:29
To: Lothian & borders Police (lothianscotborderslicensingeastmid@scotland.pnn.police.uk) <lothianscotborderslicensingeastmid@scotland.pnn.police.uk>; Licensing Standards Officer <lso@eastlothian.gov.uk>; Environment Reception <environment@eastlothian.gov.uk>; Environmental Health/Trading Standards <ehts@eastlothian.gov.uk>; Fire (torquil.cramer@firescotland.gov.uk) <torquil.cramer@firescotland.gov.uk>; 'kat.burke@nhs.scot' <kat.burke@nhs.scot>; T&ECC Secretary <tecc.secretary@aol.co.uk>
Subject: EL0148 - Premier Store (Tranent) 8 Muirpark Drive, Tranent - NMV

Morning

Please find attached Major Variation for Premier Store – Muirpark Tranent for report.

Regards

Alison

Alison Rafferty

Licensing Officer | East Lothian Council | John Muir House | Haddington EH41 3HA | T. 01620 827664
|E. licensing@eastlothian.gov.uk

*****please note my working week is Monday, Tuesday, Thursday, Friday***

Protect Our Privacy: use a password manager to store your passwords. Never leave passwords near your computer or use the same password for multiple applications

Verbal abuse and threatening behaviour is never acceptable. #zerotolerance

We're living through stressful times right now, and everyone's feeling it.

Our staff are doing their best to assist local residents and businesses whilst delivering essential services.

Please, be nice.



BE NICE
RESPECT US AS WE RESPECT YOU



East Lothian Council

EL0124

59011

EAST LoTHIAN LICENSING BOARD – THE LEDDIE

Advert 14/1

LICENSING (SCOTLAND) ACT 2005, SECTION 29
APPLICATION FOR VARIATION OTHER THAN MINOR VARIATION

Last 02/12

This application should only be completed by the Licence Holder of the appropriate Premises Licence or their Agent.

SECTION 1: TYPE OF VARIATION

3c

This application for Variation other than a Minor Variation of Premises Licence is made under Section 29(5) of the Licensing (Scotland) Act 2005 in order to vary-
(Tick all relevant boxes)

Police file
LSD ENV/TS
Planning CC
NHS

- Any of the Conditions to which the Premises Licence is subject
- Any of the information contained within the Operating Plan
- The Layout Plan
- Any other information contained or referred to in the licence (including any addition, deletion or other modification).

(Provide Details)

.....
East Lothian Council
Licensing
- 7 JAN 2026
Received

SECTION 2: PREMISES LICENCE DETAILS

2(a) Licence Number of Premises

EL0124

2(b) Name and Address of Premises

The Leddie
High Street
Aberlady
Longniddry
East Lothian

| | | | |
|-----------|----------|-----------|-------------|
| Post Code | EH32 0RE | Phone No. | 01875440644 |
|-----------|----------|-----------|-------------|

2(c) Full Name and Address of Current Licence Holder

Aberlady Inn Limited
2 Downshire Road
Holywood

| | | | |
|------------------|-----------------|------------------|--------------------|
| | | | |
| Post Code | BT18 9LU | Phone No. | 02895909000 |

SECTION 3: NATURE OF VARIATION

Complete the relevant section(s) regarding the variations sought:-

3(a) Variation to the Conditions to which the Premises Licence is subject

Provide details of the Condition(s) to be varied and the variation being sought

3(b) Variation to the information contained within the Operating Plan of the Premises Licence

Provide a copy of the proposed operating plan and highlight below the proposed changes. (See Note 1)

Proposed variations to the operating plan are as follows:

Question 2 – ON SALES

Amendment of the opening time to 09:00 Monday to Sunday

Question 3 – OFF SALES

Amendment of the opening time to 11:00 on Sunday

Question 4 – Delete current description and replace with:

“The premises seeks to take advantage of any additional seasonal hours as granted by the board according to the seasonal hours policy”

Question 5 – Add to the existing activities:

5(a) Bar meals within and outwith core licensed hours

5(c) Gaming within core licensed hours

5 (e) replace text with:

“The premises can serve breakfasts and teas/coffee; can accommodate meetings/events/funerals and group meetings before the start of core licensed hours, with background music.”

5(f) In the free box text, the following text to be included:

Corporate, community or charity events

Seasonal events (e.g. Breakfast with Santa, wreath making, arts and crafts)

Food and drink pairing events

The sale of other goods including branded merchandise

Markets

Quizzes and games nights

Question 6 – Children and Young Persons

6(b) Delete current description and replace with:

Children and young people are permitted entry for the purpose of residing in the premises or at any other time, when accompanied by an adult

6(c) Delete current description and replace with:

Children aged 15 or under, young people of the ages 16 and 17

6(d) Delete current description and replace with:

Non-resident children will be allowed entry from the start of core licenced hours up until 10pm each day unless attending a pre-booked function which will allow them to remain until the end of the function.

6(e) Delete current description and replace with:

Children and young persons have access to all public parts

3(c) Variation to the Layout Plan of the Premises Licence

7 Copies of the proposed Layout Plan **must** accompany this application. (See Note 2)
In addition please provide details below of the proposed change to the layout of the Premises.

Changes to the internal layout of the premises, including the creation of new bedrooms and combining of public spaces.

3(d) Variation to any other information contained or referred to in the licence

Provide details below of any other variation sought to the Premises Licence
(*e.g. Alteration to the description of the premises contained within the Premises Licence*)

Delete current description of premises and replace with:

The premises is a hotel set in own grounds in Aberlady, with outdoor drinking to the front and rear of the building.

SECTION 4: LICENCE TO BE AMENDED
(See note 3 below)

Does the appropriate Premises Licence accompany this application?

YES **NO**

If the answer is **NO**, please provide an explanation.

I am unable to produce the Premises Licence because...

- The licence has not yet been issued by the Board
- The licence has already been returned to the Board in respect of an earlier application for variation or transfer
- Other (provide details)
.....

SECTION 5: FEE PAYABLE

The fee payable in respect of the application for variation is **£150**

If the application is submitted alongside an application for Transfer of Premises Licence then the combined fee for both applications will be **£170** (see note 4 below)

If submitted with an application for transfer, please specify the order in which the applications are to be considered-

- Application for Transfer of Premises Licence followed by Application for Variation
- Application for Variation followed by Application for Transfer of Premises Licence

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

I confirm that (a) the contents of this Application are true to the best of my knowledge and belief; and (b) the appropriate fee of £ is enclosed.

Signature



Date 7th January 2026

Capacity: AGENT

If agent, please provide name, address, phone number and (if applicable) email address

Emma Moody – TLT Solicitors

**5th floor,
New Clarendon,
114-116 George St,
Edinburgh
EH2 4LH
Emma.moody@tl.com
07929737568**

Note 1:

Please note that the proposed Operating Plan **must** contain any aspects of the current Operating Plan that are to be preserved should the variation be granted. (e.g. If the current Operating Plan allows a premises to have 'live performances' but this is not requested on the proposed Operating Plan then the Licensing Board would view such an omission as a request to have 'live performances' deleted from the Operating Plan of the Premises.)

Note 2:

Please refer to Paragraph 5 of the Premises Licence (Scotland) Regulations 2007 regarding the format of Layout Plans.

Note 3:

The appropriate premises licence (including summary licence, operating plan and layout plan) must be returned to the Licensing Authority in order that the licence documents can be updated to reflect the details of the variation. If you are in possession of the appropriate Premises Licence but unable to provide said licence with this application, you must ensure the licence is forward to the Licensing Authority within 14 days in order to complete the process of variation.

Please note also that once the variation is completed, any certified copies of the appropriate Premises Licence must also be updated to reflect the details of the variation.

Note 4:

This refers to an application to Transfer the Premises Licence made under either Section 33(1) or Section 34(1) of the Licensing (Scotland) Act 2005

Note 5:

Data Protection Act 1998

The information on this form will be used to update the Premises Licence of the appropriate premises. Accordingly, the information contained on this form may be held on an electronic public register which may be available to members of the public on request.

Contact Us:

East Lothian Licensing Board
Licensing Office
John Muir House
Haddington, East Lothian
EH41 3HA

Phone: 01620 827217 / 827867 / 820114
Fax: 01620 827253
Email: licensing@eastlothian.gov.uk

| FOR OFFICE USE ONLY | | |
|-----------------------------------|-----------------------|-----------------------|
| <i>Received & Receipt No.</i> | <i>System Updated</i> | <i>Licence Issued</i> |

EAST LOTHIAN LICENSING BOARD

OPERATING PLAN – THE LEDDIE

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Name, address and postcode of premises to be licensed.

| |
|--|
| <p>The Leddie High Street Aberlady Longniddry East Lothian EH32 0RE</p> |
|--|

Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

| | |
|--|------------|
| <i>1(a) Will alcohol be sold for consumption solely ON the premises?</i> | <i>N/A</i> |
| <i>1(b) Will alcohol be sold for consumption solely OFF the premises?</i> | <i>N/A</i> |
| <i>1(c) Will alcohol be sold for consumption both ON and OFF the premises?</i> | <i>YES</i> |
| <i>*Delete as appropriate</i> | |

Question 2

STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION ON PREMISES

| <i>Day</i> | <i>ON Consumption</i> | |
|------------------|-----------------------|----------------------|
| | <i>Opening time</i> | <i>Terminal hour</i> |
| <i>Monday</i> | 09:00 | 23:00 |
| <i>Tuesday</i> | 09:00 | 23:00 |
| <i>Wednesday</i> | 09:00 | 23:00 |
| <i>Thursday</i> | 09:00 | 01:00 |
| <i>Friday</i> | 09:00 | 01:00 |
| <i>Saturday</i> | 09:00 | 01:00 |
| <i>Sunday</i> | 09:00 | 00:00 |

Question 3

STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION OFF PREMISES

| Day | OFF Consumption | |
|-----------|-----------------|---------------|
| | Opening time | Terminal hour |
| Monday | 11:00 | 22:00 |
| Tuesday | 11:00 | 22:00 |
| Wednesday | 11:00 | 22:00 |
| Thursday | 11:00 | 22:00 |
| Friday | 11:00 | 22:00 |
| Saturday | 11:00 | 22:00 |
| Sunday | 11:00 | 22:00 |

Question 4

SEASONAL VARIATIONS

| | |
|---|-----|
| Does the applicant intend to operate according to seasonal demand | YES |
|---|-----|

**If YES – provide details*

THE PREMISES SEEKS TO TAKE ADVANTAGE OF ANY ADDITIONAL SEASONAL HOURS AS GRANTED BY THE BOARD ACCORDING TO SEASONAL HOURS POLICY

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

| COL. 1 <i>5(a)</i> <i>Activity</i> | COL. 2 <i>Please confirm</i> <i>YES/NO</i> | COL. 3 To be provided during core licensed hours – please confirm <i>YES/NO</i> | COL. 4 Where activities are also to be provided outwith core licensed hours please confirm <i>YES/NO</i> |
|---|---|---|--|
| <i>Accommodation</i> | YES | YES | YES |
| <i>Conference facilities</i> | YES | YES | YES |
| <i>Restaurant facilities</i> | YES | YES | YES |
| <i>Bar meals</i> | YES | YES | YES |
| <i>5(b) Activity</i> <i>Social functions</i> <i>including:</i> | <i>Please confirm</i> <i>YES/NO</i> | To be provided during core licensed hours – please confirm <i>YES/NO</i> | Where activities are also to be provided outwith core licensed hours please confirm <i>YES/NO</i> |
| <i>Receptions including</i> <i>Weddings, funerals,</i> <i>birthdays, retirements</i> <i>etc.</i> | YES | YES | YES |
| <i>Club or other group</i> <i>meetings etc.</i> | YES | YES | YES |
| <i>5(c)</i> <i>Activity</i> <i>Entertainment</i> <i>including:</i> | <i>Please confirm</i> <i>YES/NO</i> | To be provided during core licensed hours – please confirm <i>YES/NO</i> | Where activities are also to be provided outwith core licensed hours please confirm <i>YES/NO</i> |
| <i>Recorded music – see</i> <i>5(g)</i> | YES | YES | YES |
| <i>Live performances –</i> <i>see 5(g)</i> | YES | YES | NO |
| <i>Dance facilities</i> | YES | YES | NO |
| <i>Theatre</i> | NO | NO | NO |
| <i>Films</i> | YES | YES | NO |
| <i>Gaming</i> | YES | YES | NO |
| <i>Indoor/outdoor sports</i> | YES | YES | NO |
| <i>Televised sport</i> | YES | YES | YES |
| <i>5(d)</i> <i>Activity</i> | <i>Please confirm</i> <i>YES/NO</i> | To be provided during core licensed hours – please confirm <i>YES/NO</i> | Where activities are also to be provided outwith core licensed hours please confirm <i>YES/NO</i> |

| | | | |
|------------------------------------|------------------------------|--|---|
| <i>Outdoor drinking facilities</i> | YES | YES | YES |
| <i>5(e) Activity</i> | <i>Please confirm YES/NO</i> | <i>To be provided during core licensed hours – please confirm YES/NO</i> | <i>Where activities are also to be provided outwith core licensed hours please confirm YES/NO</i> |
| <i>Adult entertainment</i> | NO | NO | NO |

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

THE PREMISES CAN SERVE BREAKFASTS AND TEAS/COFFEE; CAN ACCOMMODATE MEETINGS/EVENTS/FUNERALS AND GROUP MEETINGS BEFORE THE START OF CORE LICENSED HOURS, WITH BACKGROUND MUSIC.

5(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

CORPORATE, COMMUNITY OR CHARITY EVENTS

SEASONAL EVENTS (E.G BREAKFAST WITH SANTA, WREATH MAKING, ARTS AND CRAFTS).

FOOD AND DRINK PAIRING EVENTS

THE SALE OF OTHER GOODS INCLUDING BRANDED MERCHANDISE

MARKETS

QUIZZES AND GAMES NIGHTS

5(g) Late night premises opening after 1.00am

| | |
|---|-----|
| Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB? | N/A |
|---|-----|

| | |
|--|-----|
| When fully occupied, are there likely to be more customers standing than seated? | N/A |
|--|-----|

| | |
|------------------------|--|
| *Delete as appropriate | |
|------------------------|--|

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

| | | |
|------------------------|--|-----|
| 6(a) | When alcohol is being sold for consumption on the premises will children or young persons be allowed entry | YES |
| *Delete as appropriate | | |

6(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry

CHILDREN AND YOUNG PEOPLE ARE PERMITTED ENTRY FOR THE PURPOSE OF RESIDING IN THE PREMISES OR AT ANY OTHER TIME WHEN ACCOMPANIED BY AN ADULT

6(c) Provide statement regarding the **AGES** of children or young persons to be allowed entry

CHILDREN AGED 15 AND UNDER, YOUNG PEOPLE OF THE AGES 16 AND 17

6(d) Provide statement regarding the *TIMES* during which children and young persons will be allowed entry

NON-RESIDENT CHILDREN AND YOUNG PEOPLE WILL BE ALLOWED ENTRY FROM THE START OF CORE LICENCED HOURS UP TO 10PM EACH DAY
CHILDREN AND YOUNG PERSONS ATTENDING A PRE-BOOKED FUNCTION WILL BE ALLOWED ENTRY UNTIL THE END OF THE FUNCTION

6(e) Provide statement regarding the *PARTS* of the premises to which children and young persons will be allowed entry

CHILDREN AND YOUNG PERSONS HAVE ACCESS TO ALL PUBLIC PARTS

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

ON SALES - 230

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

8(a) Name

ROBERT CLARK

8(b) *Date of birth*

[Redacted]

8(c) *Contact address*

[Redacted]

8(d) *Email address and telephone number*

[Redacted]

8(e) *Personal licence*

| <i>Date of issue</i> | <i>Name of Licensing Board issuing</i> | <i>Reference no. of personal licence</i> |
|----------------------|--|--|
| 7 December 2023 | CITY OF EDINBURGH LICENSING BOARD | 515233 |

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

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

Signature [Redacted]

Date 7th January 2026

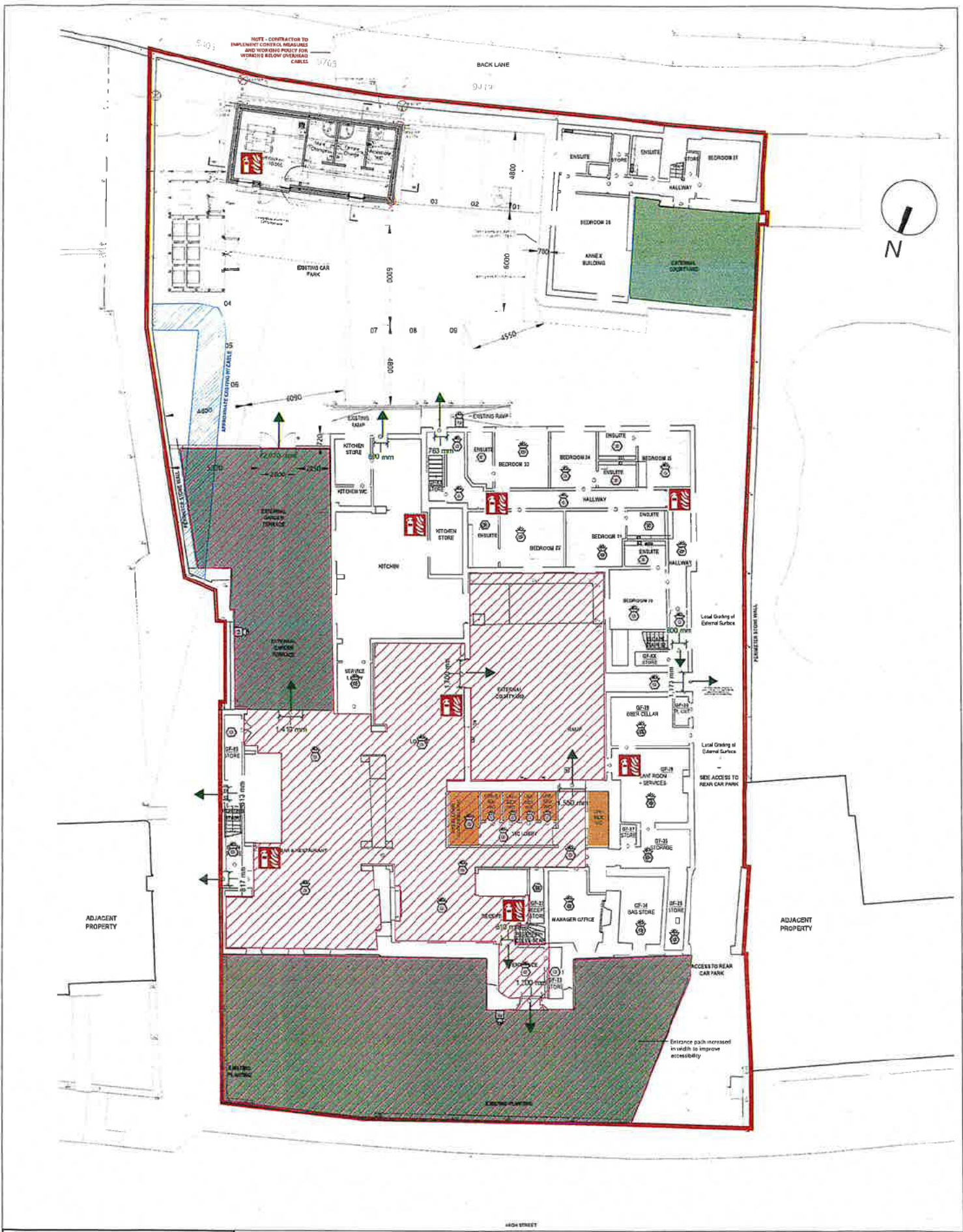
Capacity AGENT

Telephone number and email address of signatory: emma.moody@tlt.com

+447917558597

*** Data Protection Act 1998**

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



CLIENT:
ABERLADY INN LTD

PROPERTY:
THE LEDDIE W MAIN STREET, ABERLADY, EH32 0RE

DRAWING NAME:
LICENSING PLAN GROUND FLOOR

SCALE:
1:100 @ A1

DATE:
DECEMBER 2025

| KEY | |
|-----|--|
| | SITE BOUNDARY |
| | LOCATION AND WIDTH OF EACH POINT OF ACCESS TO AND EGRESS FROM THE BUILDING INCLUDING ESCAPE ROUTES |
| | EXTERNAL LICENSED AREA |
| | PUBLIC SPACES ACCESSIBLE FOR USE BY CHILDREN AND YOUNG PERSONS |
| | FIRE EXTINGUISHER |
| | OPTICAL SMOKE DETECTOR WITH SOUNDER |
| | WALL MOUNTED SOUNDER WITH BEACON |
| | OPTICAL SMOKE DETECTOR |
| | HEAT DETECTOR WITH SOUNDER |

21/01/2026

Your Ref: EL0124

Our Ref: 981161

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

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
THE LEDDIE FORMERLY KILSPINDIE HOUSE HOTEL/ DUCKS INN
KILSPINDIE HOUSE, HIGH STREET, ABERLADY, EAST LOTHIAN, EH32 0RE.
PLH – ABERLADY INN LIMITED**

I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variations requested consist of:

- Amendment of on sales to commence at 0900 hours Monday to Sunday
- Amendment of off sales to commence at 1100 hours on Sunday
- The premises seeks to take advantage of any additional seasonal hours as granted by the board
- Bar meals, gaming, breakfasts and hot drinks, meetings, events and funerals before the start of core licensed hours with background music
- Corporate, community or charity events Seasonal events (e.g. Breakfast with Santa, wreath making, arts and crafts) Food and drink pairing events The sale of other goods including branded merchandise Markets Quizzes and games nights

OFFICIAL

- Children and young people are permitted entry for the purpose of residing in the premises or at any other time, when accompanied by an adult
- Non-resident children will be allowed entry from the start of core licenced hours up until 10pm each day unless attending a pre-booked function which will allow them to remain until the end of the function
- Children and young persons have access to all public parts

In terms of Section 29(5) these requests can be considered a variation.

I wish to bring to the attention of the Board that the proposed change to on sale hours comes under East Lothian Board Policy (section 17.4) which states –

17.4 Should an application be received in respect of opening earlier than 11am, the Board will expect the applicant to justify their request and demonstrate measures that promote the five licensing objectives.

The applicant is entitled to apply for hours which they deem to be in their business interests to meet a demand, which they feel outweigh the existing availability that members and guests can be sold and supplied during their time on the premises.

There have been no calls to police in respect of this premises since 2021.

I have no adverse comment to make regarding the variations proposed.

Yours faithfully

A large black rectangular redaction box covering the signature of the Divisional Commander.

Gregg Banks
Divisional Commander

For enquiries, please contact the Licensing Department on 0300 424 0033

EAST LoTHIAN COUNCIL

Licensing Standards

From: Licensing Standards Officer

To: C. Grilli

Clerk to the Licensing Board

Date: 23rd January 2026

Subject: LICENSING (SCOTLAND) ACT 2005

PREMISES LICENCE MAJOR VARIATION

EL0124, THE LEDDIE, HIGH STREET, ABERLADY, LONGNIDDRY, EAST LoTHIAN EH32 0RE

I can confirm that the application has been discussed with the applicant and premises manager Robert Clark. The site notice was correctly displayed.

The changes applied for are:

- Amend on sales commencement to 9am daily
- Amend off sales commencement to 11am on Sundays
- Replace the description of the premises
- Add bar meals out with core hours
- Add gaming within core hours
- Replace the text at 5(e)
- Alter the terms ages and parts descriptions of children and young person access

A minor variation was received prior to this application to alter the layout plan.

This application is out with Board policy in respect of licensed hours before 11:00am each day and is also inconsistent with the Scottish Government's recommendation and Board policy of not permitting licensed hours more than 14 hours per day.

However, the applicant is entitled to apply for hours which they deem to be in their business interests to meet a demand which they feel outweighs the existing availability and legal exception that hotel guests as well as their guests can be sold and supplied with alcohol at any time during their stay on the premises.

Each application is determined on its own merits and the Board may grant the application against policy if they are satisfied that there is a genuine demand by non-residents for the 09:00 hours consumption of alcohol and that none of the licensing objectives would be compromised such as protecting public health with the extended drinking time of up 14-16 hours for non-residents.

On speaking with Mr Clark, the change has been requested to facilitate breakfast service for non-residents through a demand due to the location, character of the premises and the patrons it attracts.

I have no concerns in relation to the other changes which I welcome to bring the premises licence inline with current operations and will allow future events to take place.

I have received no complaints about the premises.

Previously when considering an application for on sales hours prior to 11am the board have considered and added the following conditions:

1. Alcohol served between 0900-1100 hrs is to be accompanied by a substantial plated meal with a limit of 2 drinks per person.
2. Alcohol served between 0900-1100 hours is to be served only by the glass and not the bottle.

I submit this report for the information of the Board in determining the application.

Licensing Standards Officer

Herkes, Gillian

From: Robertson, Scott
Sent: 13 January 2026 11:04
To: Licensing
Subject: Re: EL0124 - Major Variation Application - The Leddie

Hello,

Please note I have no comments or objections to this application.

Regards
Scott

Scott Robertson | 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: Friday, January 09, 2026 15:35
To: Lothian & borders Police (lothianscotborderslicensingeastmid@scotland.pnn.police.uk) <lothianscotborderslicensingeastmid@scotland.pnn.police.uk>; Licensing Standards Officer <lso@eastlothian.gov.uk>; Environment Reception <environment@eastlothian.gov.uk>; Environmental Health/Trading Standards <ehts@eastlothian.gov.uk>; Fire (torquil.cramer@firescotland.gov.uk) <torquil.cramer@firescotland.gov.uk>; 'kat.burke@nhs.scot' <kat.burke@nhs.scot>; gaccsecretary@gmail.com <gaccsecretary@gmail.com>
Subject: EL0124 - Major Variation Application - The Leddie

Hi
Please find attached L0124 - Major Variation Application - The Leddie for report, last day for objections is 4th February 2026.

Regards
Alison

Alison Rafferty
Licensing Officer | East Lothian Council | John Muir House | Haddington EH41 3HA | T. 01620 827664 | E. licensing@eastlothian.gov.uk

****please note my working week is Monday, Tuesday, Thursday, Friday**

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Verbal abuse and threatening behaviour is never acceptable. #zerotolerance

We're living through stressful times right now, and everyone's feeling it.

Our staff are doing their best to assist local residents and businesses whilst delivering essential services.

Please, be nice.



BE NICE
RESPECT US AS WE RESPECT YOU

From: Emma Moody
Sent: 07 January 2026 15:26

To: Licensing

Subject: Major Variation Application - The Leddie - EL0124

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You don't often get email from emma.moody@tlt.com. [Learn why this is important](#)

Good afternoon,

Please find attached Major Variation application and layout plan for Premises:

Premises Number: EL0124

Address: The Leddie

Aberlady

EH32 0RE

Could you please confirm the cost of application is: £150, and whether you would prefer this is paid via the online portal or BACS?

Kind regards,

Emma

Emma Moody

Paralegal – Licensing (Scotland)

TLT LLP

www.TLT.com

+447917558597

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O'Reilly, Arlene

From: Anshus, Oyunn
Sent: 15 January 2026 15:42
To: Licensing
Subject: 26/00129/LICVAR - EL0124 - Major Variation Application - The Leddie
Attachments: 251222_The Leddie_ Licensing Plan_flat.pdf; EL0124 - Major Variation - The Leddie - 07.01.26.pdf

Good afternoon,
We have no objections to the application being granted.

Kind regards,

Oyunn Anshus
Senior Environmental Health Officer - Business Compliance
Protective Services, Communities and Partnerships, Children and Communities
East Lothian Council, John Muir House, Court Street, Haddington, East Lothian EH41 3HA
M 07855 187997 | **E** oanshus@eastlothian.gov.uk | **W** www.eastlothian.gov.uk

From: Licensing <licensing@eastlothian.gov.uk>
Sent: 09 January 2026 15:36
To: Lothian & borders Police (lothianscotborderslicensingeastmid@scotland.pnn.police.uk)
<lothianscotborderslicensingeastmid@scotland.pnn.police.uk>; Licensing Standards Officer
<lso@eastlothian.gov.uk>; Environment Reception <environment@eastlothian.gov.uk>; Environmental
Health/Trading Standards <ehts@eastlothian.gov.uk>; Fire (torquil.cramer@firescotland.gov.uk)
<torquil.cramer@firescotland.gov.uk>; 'kat.burke@nhs.scot' <kat.burke@nhs.scot>;
gaccsecretary@gmail.com
Subject: EL0124 - Major Variation Application - The Leddie

Hi

Please find attached L0124 - Major Variation Application - The Leddie for report, last day for objections is 4th February 2026.

Regards

Alison

Alison Rafferty
Licensing Officer | East Lothian Council | John Muir House | Haddington EH41 3HA | T. 01620 827664
|E. licensing@eastlothian.gov.uk

*****please note my working week is Monday, Tuesday, Thursday, Friday***

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Verbal abuse and threatening behaviour is never acceptable. #zerotolerance

We're living through stressful times right now, and everyone's feeling it.

Our staff are doing their best to assist local residents and businesses whilst delivering essential services.

Please, be nice.



From: Emma Moody <Emma.Moody@TLT.com>
Sent: 07 January 2026 15:26
To: Licensing <licensing@eastlothian.gov.uk>
Subject: Major Variation Application - The Leddie - EL0124

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You don't often get email from emma.moody@tlt.com. [Learn why this is important](#)

Good afternoon,

Please find attached Major Variation application and layout plan for Premises:

Premises Number: EL0124

Address: The Leddie
Aberlady
EH32 0RE

Could you please confirm the cost of application is: £150, and whether you would prefer this is paid via the online portal or BACS?

Kind regards,

Emma

Emma Moody
Paralegal – Licensing (Scotland)
TLT LLP
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| | |
|---------|------------|
| Daytime | |
| Evening | |
| Mobile | ██████████ |

| | |
|-------------------|--|
| FAX NUMBER | |
|-------------------|--|

| |
|---|
| E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail) |
| |

3. THE PREMISES

| |
|--|
| Description of premises Retail unit on the High Street In Tranent, The premises were formally Farmfoods and are to be re-opened by our client as a convenience store |
|--|

| |
|--|
| Description of activities to be carried on in the premises – (including number of persons expected to attend) This will be a convenience store for the benefit of the local community, selling a wide range of products including food stuffs, fruit and veg, newspapers, toiletries and general household items. They would like to add alcohol, on an off sale basis, as well. |
|--|

| |
|---|
| Full postal address of premises which this application refers to 103-105 High Street Tranent East Lothian EH33 1LW |
|---|

4. DURATION OF LICENCE

| |
|---|
| From: Monday 9th March 2026 To: Sunday 22nd March 2026 |
|---|

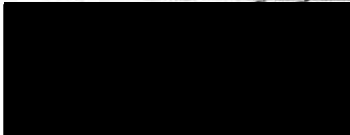
5. Is alcohol to be sold on & off the premises YES/NO* - Provide relevant details as to hours requested when alcohol will be sold on/off the premises-* delete as appropriate

| | |
|---|--|
| Times for sale of alcohol for consumption on premises | Times for sale of alcohol for consumption off premises |
|---|--|

| | |
|---|--------------|
| | 10am to 10pm |
| <p>Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises</p> <p>The premises may open from 7am each day to provide the sale of all goods and services, other than the sale of alcohol.</p> | |

| | |
|---|--|
| 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 | |
| <ul style="list-style-type: none"> 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 29/11/25 |

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

Macdonald Licensing
21a Rutland Square
Edinburgh, EH1 2BB

0131 229 6181
alistair@macdonaldlicensing.com

**EAST LoTHIAN COUNCIL
LICENSING STANDARDS**

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 21st January 2026

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATION(S) – OCC013 - 014/26

**SUBHAN SAFIQ, COSTCUTTER, 103-105 HIGH STREET, TRANENT, EAST LoTHIAN,
EH33 1LW**

The applicant is Subhan Safiq who is a personal licence holder. Application has been made for 2 occasional licences at the premises which is run as a retail shop. A provisional premises licence was granted for this premises on 29th August 2024 which will expire on 28th August 2028.

There are 2 applications for 2-week periods, on a continuous basis covering dates from 9th March – 5th April for off sales between 10am-10pm.

I refer the Board to Section 24.2 of the Statement of Licensing Policy:

24.2 Premises granted a provisional premises licence will only be permitted to sell alcohol when granted an occasional licence. Applications for occasional licences where there is a provisional premises licence, will be granted on delegated powers for a duration of 12 months. Following this period if the licence has not been confirmed the occasional applications will be required to be heard by the Licensing board and the applicant is expected to give an update on progress and an indication as to when the provisional premises licence will be confirmed. Should a report be received from the Licensing Standards Officer or Police at any time, the occasional licence application(s) will not be granted on delegated powers and will be required to be heard by the Licensing Board.

Occasional licences have been used at this premises from June 2024 onwards. Occasional licences have been used for a period of over 12 months since obtaining the provisional premises licence which have been granted on delegated powers. There has been no update as to the progress towards confirming the premises licence.

I refer the application to the Licensing Board for determination in line with the policy above.

Licensing Standards Officer

Licensing

From: Jennifer Drummond <Jennifer.Drummond@scotland.npolice.uk>
Sent: 12 January 2026 12:16
To: Licensing
Subject: OCC LIC APP - OCC013/26 - 103-105 HIGH STREET
Attachments: OCCLIC 103-105 HIGH ST 09.03-22.03.26.PDF



Carlo Grilli
CLERK OF THE LICENSING BOARD

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

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OCCASIONAL LICENCE APPLICATION – 103-105 HIGH STREET OFF SALES - 09/03/26 1000 TO 22/03/26 2200 ELC REF: OCC013/26 CYP PERMITTED THERE ARE NO POLICE OBJECTIONS

OCCO14/26
Adv 9/11

Lothian Council
licensing

05 JAN 2026

Received

23 March - 5 April

Occasional Licence and Supplementary Information Form

EAST LoTHIAN LICENSING BOARD

APPLICATION FOR OCCASIONAL LICENCE

Before completing this form please read the guidance notes at the end of the form.

If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written 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) 532047 (Edinburgh) | |
| Name of voluntary organisation (if applicable) | |

| | | | |
|---|--------|-----------|------|
| 2. PERSONAL DETAILS | | | |
| TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state) | | | |
| Surname | Shafiq | | |
| Forenames | Subhan | | |
| DATE OF BIRTH | Day | Month | Year |
| | ■ | ■ | ■ |
| ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES | | | |
| ■ | | | |
| Post town | ■ | Post code | ■ |
| TELEPHONE NUMBERS | | | |

| | |
|--|------------|
| Daytime | |
| Evening | |
| Mobile | ██████████ |
| FAX NUMBER | |
| E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail) | |
| | |
| 3. THE PREMISES | |
| Description of premises | |
| Retail unit on the High Street In Tranent, The premises were formally Farmfoods and are to be re-opened by our client as a convenience store | |
| Description of activities to be carried on in the premises – (including number of persons expected to attend) | |
| This will be a convenience store for the benefit of the local community, selling a wide range of products including food stuffs, fruit and veg, newspapers, toiletries and general household items. They would like to add alcohol, on an off sale basis, as well. | |
| Full postal address of premises which this application refers to | |
| 103-105 High Street Tranent East Lothian EH33 1LW | |


| | |
|-------------------------------|------------------------|
| 4. DURATION OF LICENCE | |
| From: | Monday 23rd March 2026 |
| To: | Sunday 5th April 2026 |

| | |
|---|---|
| 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- * delete as appropriate | |
| Times for sale of alcohol for consumption on premises | 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 premises may open from 7am each day to provide the sale of all goods and services, other than the sale of alcohol. | |

| | |
|---|--|
| 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 | |
| <ul style="list-style-type: none"> 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 |
|  | 29/11/25 |

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

Macdonald Licensing
21a Rutland Square
Edinburgh, EH1 2BB

0131 229 6181
alistair@macdonaldlicensing.com

Licensing

From: Jennifer Drummond <Jennifer.Drummond@scotland.gov.uk>
Sent: 12 January 2026 12:20
To: Licensing
Subject: OCC LIC APP - OCC014/26 - 103-105 HIGH STREET
Attachments: OCCLIC 103-105 HIGH ST 23.03-05.04.26.PDF



Carlo Grilli
CLERK OF THE LICENSING BOARD

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

OCCASIONAL LICENCE APPLICATION – 103-105 HIGH STREET OFF SALES - 23/03/26 1000 TO 05/04/26 2200 ELC REF: OCC014/26 CYP PERMITTED THERE ARE NO POLICE OBJECTIONS

**EAST LoTHIAN COUNCIL
LICENSING STANDARDS**

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 21st January 2026

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATION(S) – OCC013 - 014/26

**SUBHAN SAFIQ, COSTCUTTER, 103-105 HIGH STREET, TRANENT, EAST LoTHIAN,
EH33 1LW**

The applicant is Subhan Safiq who is a personal licence holder. Application has been made for 2 occasional licences at the premises which is run as a retail shop. A provisional premises licence was granted for this premises on 29th August 2024 which will expire on 28th August 2028.

There are 2 applications for 2-week periods, on a continuous basis covering dates from 9th March – 5th April for off sales between 10am-10pm.

I refer the Board to Section 24.2 of the Statement of Licensing Policy:

24.2 Premises granted a provisional premises licence will only be permitted to sell alcohol when granted an occasional licence. Applications for occasional licences where there is a provisional premises licence, will be granted on delegated powers for a duration of 12 months. Following this period if the licence has not been confirmed the occasional applications will be required to be heard by the Licensing board and the applicant is expected to give an update on progress and an indication as to when the provisional premises licence will be confirmed. Should a report be received from the Licensing Standards Officer or Police at any time, the occasional licence application(s) will not be granted on delegated powers and will be required to be heard by the Licensing Board.

Occasional licences have been used at this premises from June 2024 onwards. Occasional licences have been used for a period of over 12 months since obtaining the provisional premises licence which have been granted on delegated powers. There has been no update as to the progress towards confirming the premises licence.

I refer the application to the Licensing Board for determination in line with the policy above.

Licensing Standards Officer

OCC036/26.

160861

EAST LoTHIAN LICENSING BOARD

APPLICATION FOR OCCASIONAL LICENCE

26th Feb - 11th March '26.

Police 1/50
20/11
Advert
23/11

REFERRAL NOTES FOR COMPLETING APPLICATION FORM:-

1. Application to be sent to: Clerk to the Licensing Board
Licensing Division
John Muir House
Haddington
East Lothian EH41 3HA
2. The application requires to be lodged not later than **42 days** prior to the date of the function together with the fee payable of **£10.00**.
3. For marquee or outside events - 4 copies of a detailed plan should be lodged with the application, showing the area and grounds which are required to be licensed.
4. The Board can only consider applications for Occasional Licence applied for by such person whom are listed below:
 - i) the holder of a premises licence
 - ii) the holder of a personal licence and
 - iii) a representative of any voluntary organisation
5. Applicant should advise Council's Environment and Consumer Services Department on 01620 827365 of any intention to prepare and serve food at the function. Applicant should also advise what toilet facilities are to be provided.
6. Applicant should advise Council's Environmental Protection Department on 01620 827365 if they are intending to have live or amplified music.
7. It is the policy of the Licensing Board that events that are predominantly organised for children should not necessarily attract the need for an alcohol licence to be granted in relation to it. Therefore, applicants for events mainly focused towards children and families, where the majority of attendees will be children, young persons and families, will be required to justify why an alcohol licence is required and may be required to attend a Licensing Board hearing for a determination.

4b

East Lothian Council
Licensing
19 JAN 2026
Received

**Occasional Licence and Supplementary Information Form
EAST LoTHIAN LICENSING BOARD**

APPLICATION FOR OCCASIONAL LICENCE

Before completing this form please read the guidance notes at the end of the form.

If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written 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) EL1692 | |
| Name of voluntary organisation (if applicable) | |

| | | | |
|--|----------------|-----------|-------|
| 2. PERSONAL DETAILS | | | |
| TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state) | | | |
| Surname | Sinclair-Parry | | |
| Forenames | Neil | | |
| DATE OF BIRTH | | Day | Month |
| | | █ | █ |
| | | Year | █ |
| ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES | | | |
| █ | | | |
| Post town | | Post code | |
| █ | | █ | |
| TELEPHONE NUMBERS | | | |
| █ | | | |

| | | |
|---|------------|--|
| Daytime | [REDACTED] | |
| Evening | | |
| Mobile | | |
| FAX NUMBER | | |
| E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail) accounts@martfarmshop.co.uk | | |
| 3. THE PREMISES | | |
| Description of premises Farm Shop, cafe, Post Office and Market | | |
| Description of activities to be carried on in the premises – (including number of persons expected to attend) Temporary sale of beer, cider, ales, wine and spirits | | |
| Full postal address of premises which this application refers to Mart Farm Shop East Linton Saleground Station Road East Linton, East Linton, EH40 3DN | | |

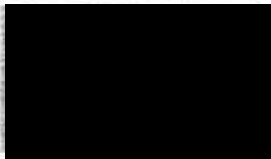
| | |
|-------------------------------|---------------------------------|
| 4. DURATION OF LICENCE | |
| From: | 26 th February, 2026 |
| To: | 11 th March, 2026 |

| | |
|---|---|
| 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-² delete as appropriate | |
| Times for sale of alcohol for consumption on premises | Times for sale of alcohol for consumption off premises |

| | |
|--|--------------------------------------|
| | 10:00 to 22:00 daily (7 days a week) |
| Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises 09:00 to 22:00 daily (7 days a week) | |

| | |
|---|--|
| 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 | X |

| | |
|---|---------------|
| 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 14/01/26 |

NOTE:

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 1998

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

| | |
|---|--|
| <p>1. Event</p> <p>(a) Please detail the type of event (e.g. birthday party, anniversary celebration, ceilidh, etc.)</p> <p>(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc.)</p> | <p>(a) Temporary off licence sale of alcohol pending approval of Premises license application</p> <p>(b) None</p> |
| <p>2. Attendance</p> <p>(a) Approximately how many people are expected to attend?</p> <p>(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)</p> <p>(c) In the main, what age group will form the majority of those attending? Tick one box.</p> <p>(d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)</p> | <p>Normal shop customers which average approximately 100-120/day</p> <p>Average from sales transactions for the last 90 days</p> <p><input type="checkbox"/> Under 18</p> <p><input type="checkbox"/> 18 - 30</p> <p><input type="checkbox"/> 30 – 50</p> <p><input type="checkbox"/> over 50</p> <p>No entry fee as sale will be open to normal customer base</p> |

| | |
|--|---|
| <p>3. <u>Stewarding</u></p> <p>Please note it is an offence under the Private Security Industry Act 2001 to <u>employ</u> unlicensed door stewards.</p> | |
| <p>Unpaid volunteers performing this function are not covered by the Act, however. More information can be found at <u>Security Industry Authority</u>.</p> <p>(a) Please state the number, if any, of stewards to be employed at the event.</p> <p>(b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.</p> | <p>(a) No stewards only shop staff which average 3-4 per day</p> <p>(b) N/A</p> |
| <p>4. <u>Layout Plans</u></p> <p>Please indicate if -</p> <p>(a) there is a plan attached to a Public Entertainment Licence issued for the premises; or</p> <p>(b) the premises relate to a members club which has been issued with a premises licence; or</p> <p>(c) if neither of the above, please attach a detailed layout plan of the venue with the application</p> | <p>(a) N/A</p> <p>(b) N/A</p> <p>(c) Shop premises</p> |
| <p>5. <u>Applications Lodged by Voluntary Organisations or Members Clubs Only</u></p> <p>Please list the dates of previous occasional Licences granted by the Board between 1 January and 31 December</p> | <p>N/A</p> |

| | |
|--|---|
| 6. Will alternatives to glass receptacles be provided? | Off licence only, in bottles and cans |
| 7. To what standard those serving alcohol be trained? Please provide details of any training certificate held | The licence holder will ensure that all staff are aware of their social and legal obligations and their responsibilities regarding the sale of alcohol. |

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 objective.

| | |
|--|---|
| 8. How will you prevent Crime and Disorder at the event? | <ul style="list-style-type: none"> • All staff will wear clothing that makes them clearly identifiable in that role. • CCTV will be installed, operated and maintained 24/7 • CCTV images will be retained for a minimum of 14 days • A4 sized warning notices will be displayed in public areas of our premises and at all entrances advising that CCTV is in operation. The signs located at entrances will be placed on the exterior of the building at, and adjacent to, all public access doors. All signs will comply with the requirements of the Data Protection Act 2002. • Membership of the Local Licensees Association will be obtained and maintained and the licence holder or their representative will attend meetings and participate in relevant initiatives. • An incident book will be maintained within which full details of all occurrences of disorder and refused alcohol sales at our premises will be recorded. The incident book will be kept on the premises at all times and will be made available for inspection by the police and all officers of relevant statutory bodies. |
|--|---|

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

- Irresponsible drinks promotions will not be permitted, and the standards for the management of responsible drinks promotions will be complied with.
- The licence holder or people authorised by them will check the premises before it opens to the public to ensure there are no risks to patrons and that all safety precautions are in place.
- The licence holder will ensure that all staff receive appropriate training about emergency and general safety precautions and procedures.
- The licence holder will ensure that all staff are aware of their social and legal obligations and their responsibilities regarding the sale of alcohol.
- Free drinking water will be made available upon request and at all times the premises are open to the public.
- The electrical system at our premises, including portable appliances will be inspected and tested annually by a competent person and a satisfactory safety report obtained.
- The gas system, including appliances, will be inspected annually and tested by a Gas Safe Registered engineer and a satisfactory Gas Safety Certificate will be obtained.
- All safety certificates and inspection reports will be kept on site and made available for inspection by officers of relevant statutory bodies.
- The fire safety measures provided on the premises will be maintained in good working order, and their adequacy will be determined on a regular basis, by the carrying out of a fire risk assessment as required by, and in accordance with any relevant legislation.
- An adequate and appropriate supply of first aid equipment and materials will be available on our premises.

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

- The licence holder will ensure that staff regularly patrol the premises both indoors and out to check that alcohol is not being consumed on our premises.
- Prominent, legible notices requesting people not to consume alcohol on our premises will be displayed on our premises.

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

- displaying material discouraging drink driving
- making available information promoting moderate drinking along with awareness of units of alcohol and recommended guidelines.
- availability of low alcohol and alcohol free alternatives.
- provision of tap water that is fit for drinking and free of charge on request. Other non-alcoholic drinks must be available at a reasonable price
- providing contact details of where assistance for alcohol related problems may be sought.
- compliance with the law on alcohol pricing and irresponsible drinks promotions.

For Online Sales:-

- Customers ordering online will be required to enter their date of birth before purchase to prove that they are over 18 years of age.
- All home delivery parcels will be labelled to advise that they contains alcohol, and on delivery will not be left with anyone under the age of 18 years.
- All parcels sent out containing alcohol will be sent out by means of a 'signed delivery' and the person signing to accept delivery must be able to prove their age.
- An alcohol disclaimer will be displayed on our website advising that a date of birth and the signature of an adult will be required.
- A refusal/incident book will be kept in each delivery vehicle.
- Additional staff/driver alcohol training will be given for our delivery service.

12. How will you protect Children from Harm at the Event?

- A proof of age policy will be enforced.
- A challenge 21/25 policy will be employed where those individuals who appear to be under the age of 21/25 attempting to purchase alcohol will be asked for identification. The only type of ID that will be accepted is PASS accredited ID, passport or photo driving licence.

SIGNATURE AND DECLARATION BY APPLICANT DECLARATION

IT IS AN OFENCE 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 | 14/01/26 |
|-----------|---|------|----------|

Herkes, Gillian

From: Craig Beveridge <Craig.Beveridge2@scotland.police.uk>
Sent: 20 January 2026 14:04
To: Licensing
Subject: OCC LIC APP 036/26 - MART SHOP EAST LINTON
Attachments: OCC036.26 26.02- 11.03.2026 THE MART_cpchecked.PDF.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.

NO POLICE OBJECTION

An attachment in this email has been processed by Check Point Sandblast Threat Extraction. The following action has been taken: clean

[Click here](#) to restore the original(s) or contact the IT Service Desk on itservicedesk@eastlothian.gov.uk if you have any queries.

You may be required to authenticate, in that case follow these instructions:

1. You will be directed to a page where you would be requested to specify your email address.
2. An email with verification code will be sent to you.
3. Copy the code and return to the attachment recovery page.
4. The email with original attachments will be released to your mailbox.

Please exercise discretion when requesting to release suspicious attachments.

**EAST LoTHIAN COUNCIL
LICENSING STANDARDS**

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 30th January 2026

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATION(S) – OCC0036-037/26

**NEIL SINCLAIR-PARRY, THE MART FARM SHOP, EAST LINTON SALE GROUND,
STATION ROAD, EAST LINTON, EAST LoTHIAN, EH40 3DN**

The applicant is Neil Sinclair-Parry who is a personal licence holder. Application has been made for 2 occasional licences for a retail premises at The Mart Farm Shop, East Linton, to allow off sales of alcohol. A provisional premises licence was granted for this premises on 25th August 2022 which will expire on 24th August 2026.

There are 2 applications for 2-week periods on a continuous basis from 26th February to 25th March 2026 for off sales daily between 10am-10pm.

I refer the Board to Section 24.2 of the Statement of Licensing Policy:

24.2 Premises granted a provisional premises licence will only be permitted to sell alcohol when granted an occasional licence. Applications for occasional licences where there is a provisional premises licence, will be granted on delegated powers for a duration of 12 months. Following this period if the licence has not been confirmed the occasional applications will be required to be heard by the Licensing board and the applicant is expected to give an update on progress and an indication as to when the provisional premises licence will be confirmed. Should a report be received from the Licensing Standards Officer or Police at any time, the occasional licence application(s) will not be granted on delegated powers and will be required to be heard by the Licensing Board.

The premises has been operating on occasional licences on a continuous basis since Oct 2020. Occasional licences have been used for a period of nearly 3 ½ years since obtaining the provisional premises licence. Mr Sinclair-Parry has informed me that discussions are still ongoing with the building standards department to finalise the completion of the building warrant. Thereafter application will need to be made for a Section 50 certificate from building standards to move towards confirming the provisional premises licence.

Licensing Standards Officer

OCC037/26

66861

EAST LOTHIAN LICENSING BOARD

APPLICATION FOR OCCASIONAL LICENCE

12th March - 25th March '26

Pdia/LSC
20/1/26
Advert
23/1/26

REFERRAL NOTES FOR COMPLETING APPLICATION FORM:-

1. Application to be sent to: Clerk to the Licensing Board
Licensing Division
John Muir House
Haddington
East Lothian EH41 3HA
2. The application requires to be lodged not later than **42 days** prior to the date of the function together with the fee payable of **£10.00**.
3. For marquee or outside events - 4 copies of a detailed plan should be lodged with the application, showing the area and grounds which are required to be licensed.
4. The Board can only consider applications for Occasional Licence applied for by such person whom are listed below:
 - i) the holder of a premises licence
 - ii) the holder of a personal licence and
 - iii) a representative of any voluntary organisation
5. Applicant should advise Council's Environment and Consumer Services Department on 01620 827365 of any intention to prepare and serve food at the function. Applicant should also advise what toilet facilities are to be provided.
6. Applicant should advise Council's Environmental Protection Department on 01620 827365 if they are intending to have live or amplified music.
7. It is the policy of the Licensing Board that events that are predominantly organised for children should not necessarily attract the need for an alcohol licence to be granted in relation to it. Therefore, applicants for events mainly focused towards children and families, where the majority of attendees will be children, young persons and families, will be required to justify why an alcohol licence is required and may be required to attend a Licensing Board hearing for a determination.

East Lothian Council
Licensing

19 JAN 2026

Received

Occasional Licence and Supplementary Information Form
EAST LoTHIAN LICENSING BOARD

APPLICATION FOR OCCASIONAL LICENCE

Before completing this form please read the guidance notes at the end of the form.

If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written 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) EL1692 | |
| Name of voluntary organisation (if applicable) | |

| | | | |
|--|----------------|-----------|------|
| 2. PERSONAL DETAILS | | | |
| TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state) | | | |
| Surname | Sinclair-Parry | | |
| Forenames | Neil | | |
| DATE OF BIRTH | Day | Month | Year |
| | ■ | ■ | ■ |
| ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES | | | |
| ■ | | | |
| Post town | ■ | Post code | ■ |
| TELEPHONE NUMBERS | | | |
| ■ | | | |

| | | |
|---|------------|--|
| Daytime | [REDACTED] | |
| Evening | | |
| Mobile | | |
| FAX NUMBER | | |
| E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail) accounts@martfarmshop.co.uk | | |
| 3. THE PREMISES | | |
| Description of premises Farm Shop, cafe, Post Office and Market | | |
| Description of activities to be carried on in the premises – (including number of persons expected to attend) Temporary sale of beer, cider, ales, wine and spirits | | |
| Full postal address of premises which this application refers to Mart Farm Shop East Linton Saleground Station Road East Linton, East Linton, EH40 3DN | | |

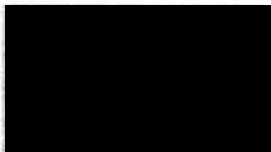
| | |
|-------------------------------|------------------------------|
| 4. DURATION OF LICENCE | |
| From: | 12 th March, 2026 |
| To: | 25 th March, 2026 |

| | |
|--|---|
| 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-* delete as appropriate | |
| Times for sale of alcohol for consumption on premises | Times for sale of alcohol for consumption off premises |

| | |
|--|--------------------------------------|
| | 10:00 to 22:00 daily (7 days a week) |
| Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises | |
| 09:00 to 22:00 daily (7 days a week) | |

| | |
|---|--|
| 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 | |
| <ul style="list-style-type: none"> Made or enclosed payment of the fee for the application | X |

| | |
|---|---------------|
| 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 14/01/26 |

NOTE:

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 1998

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

| | |
|---|--|
| <p>1. Event</p> <p>(a) Please detail the type of event (e.g. birthday party, anniversary celebration, ceilidh, etc.)</p> <p>(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc.)</p> | <p>(a) Temporary off licence sale of alcohol pending approval of Premises license application</p> <p>(b) None</p> |
| <p>2. Attendance</p> <p>(a) Approximately how many people are expected to attend?</p> <p>(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)</p> <p>(c) In the main, what age group will form the majority of those attending? Tick one box.</p> <p>(d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)</p> | <p>Normal shop customers which average approximately 100-120/day</p> <p>Average from sales transactions for the last 90 days</p> <p><input type="checkbox"/> Under 18</p> <p><input type="checkbox"/> 18 - 30</p> <p><input type="checkbox"/> 30 – 50</p> <p><input type="checkbox"/> over 50</p> <p>No entry fee as sale will be open to normal customer base</p> |

| | |
|--|---|
| <p>3. <u>Stewarding</u></p> <p>Please note it is an offence under the Private Security Industry Act 2001 to <u>employ</u> unlicensed door stewards.</p> | |
| <p>Unpaid volunteers performing this function are not covered by the Act, however. More information can be found at <u>Security Industry Authority</u>.</p> <p>(a) Please state the number, if any, of stewards to be employed at the event.</p> <p>(b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.</p> | <p>(a) No stewards only shop staff which average 3-4 per day</p> <p>(b) N/A</p> |
| <p>4. <u>Layout Plans</u></p> <p>Please indicate if -</p> <p>(a) there is a plan attached to a Public Entertainment Licence issued for the premises; or</p> <p>(b) the premises relate to a members club which has been issued with a premises licence; or</p> <p>(c) if neither of the above, please attach a detailed layout plan of the venue with the application</p> | <p>(a) N/A</p> <p>(b) N/A</p> <p>(c) Shop premises</p> |
| <p><u>5. Applications Lodged by Voluntary Organisations or Members Clubs Only</u></p> <p>Please list the dates of previous occasional Licences granted by the Board between 1 January and 31 December</p> | <p>N/A</p> |

| | |
|--|---|
| 6. Will alternatives to glass receptacles be provided? | Off licence only, in bottles and cans |
| 7. To what standard those serving alcohol be trained? Please provide details of any training certificate held | The licence holder will ensure that all staff are aware of their social and legal obligations and their responsibilities regarding the sale of alcohol. |

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 objective.

| | |
|--|---|
| 8. How will you prevent Crime and Disorder at the event? | <ul style="list-style-type: none"> • All staff will wear clothing that makes them clearly identifiable in that role. • CCTV will be installed, operated and maintained 24/7 • CCTV images will be retained for a minimum of 14 days • A4 sized warning notices will be displayed in public areas of our premises and at all entrances advising that CCTV is in operation. The signs located at entrances will be placed on the exterior of the building at, and adjacent to, all public access doors. All signs will comply with the requirements of the Data Protection Act 2002. • Membership of the Local Licensees Association will be obtained and maintained and the licence holder or their representative will attend meetings and participate in relevant initiatives. • An incident book will be maintained within which full details of all occurrences of disorder and refused alcohol sales at our premises will be recorded. The incident book will be kept on the premises at all times and will be made available for inspection by the police and all officers of relevant statutory bodies. |
|--|---|

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

- Irresponsible drinks promotions will not be permitted, and the standards for the management of responsible drinks promotions will be complied with.
- The licence holder or people authorised by them will check the premises before it opens to the public to ensure there are no risks to patrons and that all safety precautions are in place.
- The licence holder will ensure that all staff receive appropriate training about emergency and general safety precautions and procedures.
- The licence holder will ensure that all staff are aware of their social and legal obligations and their responsibilities regarding the sale of alcohol.
- Free drinking water will be made available upon request and at all times the premises are open to the public.
- The electrical system at our premises, including portable appliances will be inspected and tested annually by a competent person and a satisfactory safety report obtained.
- The gas system, including appliances, will be inspected annually and tested by a Gas Safe Registered engineer and a satisfactory Gas Safety Certificate will be obtained.
- All safety certificates and inspection reports will be kept on site and made available for inspection by officers of relevant statutory bodies.
- The fire safety measures provided on the premises will be maintained in good working order, and their adequacy will be determined on a regular basis, by the carrying out of a fire risk assessment as required by, and in accordance with any relevant legislation.
- An adequate and appropriate supply of first aid equipment and materials will be available on our premises.

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

- The licence holder will ensure that staff regularly patrol the premises both indoors and out to check that alcohol is not being consumed on our premises.
- Prominent, legible notices requesting people not to consume alcohol on our premises will be displayed on our premises.

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

- displaying material discouraging drink driving
- making available information promoting moderate drinking along with awareness of units of alcohol and recommended guidelines.
- availability of low alcohol and alcohol free alternatives.
- provision of tap water that is fit for drinking and free of charge on request. Other non-alcoholic drinks must be available at a reasonable price
- providing contact details of where assistance for alcohol related problems may be sought.
- compliance with the law on alcohol pricing and irresponsible drinks promotions.

For Online Sales:-

- Customers ordering online will be required to enter their date of birth before purchase to prove that they are over 18 years of age.
- All home delivery parcels will be labelled to advise that they contains alcohol, and on delivery will not be left with anyone under the age of 18 years.
- All parcels sent out containing alcohol will be sent out by means of a 'signed delivery' and the person signing to accept delivery must be able to prove their age.
- An alcohol disclaimer will be displayed on our website advising that a date of birth and the signature of an adult will be required.
- A refusal/incident book will be kept in each delivery vehicle.
- Additional staff/driver alcohol training will be given for our delivery service.

12. How will you protect Children from Harm at the Event?

- A proof of age policy will be enforced.
- A challenge 21/25 policy will be employed where those individuals who appear to be under the age of 21/25 attempting to purchase alcohol will be asked for identification. The only type of ID that will be accepted is PASS accredited ID, passport or photo driving licence.

SIGNATURE AND DECLARATION BY APPLICANT DECLARATION

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

14/01/26

Herkes, Gillian

From: Craig Beveridge <Craig.Beveridge2@scotland.police.uk>
Sent: 20 January 2026 14:11
To: Licensing
Subject: OCC LIC APP 037/26 - MART FARM SHOP EAST LINTON
Attachments: OCC037.26 12.03-25.03.2026 THE MART_cpchecked.PDF.pdf

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NO POLICE OBJECTION

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1. You will be directed to a page where you would be requested to specify your email address.
2. An email with verification code will be sent to you.
3. Copy the code and return to the attachment recovery page.
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Please exercise discretion when requesting to release suspicious attachments.

**EAST LoTHIAN COUNCIL
LICENSING STANDARDS**

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 30th January 2026

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATION(S) – OCC0036-037/26

**NEIL SINCLAIR-PARRY, THE MART FARM SHOP, EAST LINTON SALE GROUND,
STATION ROAD, EAST LINTON, EAST LoTHIAN, EH40 3DN**

The applicant is Neil Sinclair-Parry who is a personal licence holder. Application has been made for 2 occasional licences for a retail premises at The Mart Farm Shop, East Linton, to allow off sales of alcohol. A provisional premises licence was granted for this premises on 25th August 2022 which will expire on 24th August 2026.

There are 2 applications for 2-week periods on a continuous basis from 26th February to 25th March 2026 for off sales daily between 10am-10pm.

I refer the Board to Section 24.2 of the Statement of Licensing Policy:

24.2 Premises granted a provisional premises licence will only be permitted to sell alcohol when granted an occasional licence. Applications for occasional licences where there is a provisional premises licence, will be granted on delegated powers for a duration of 12 months. Following this period if the licence has not been confirmed the occasional applications will be required to be heard by the Licensing board and the applicant is expected to give an update on progress and an indication as to when the provisional premises licence will be confirmed. Should a report be received from the Licensing Standards Officer or Police at any time, the occasional licence application(s) will not be granted on delegated powers and will be required to be heard by the Licensing Board.

The premises has been operating on occasional licences on a continuous basis since Oct 2020. Occasional licences have been used for a period of nearly 3 ½ years since obtaining the provisional premises licence. Mr Sinclair-Parry has informed me that discussions are still ongoing with the building standards department to finalise the completion of the building warrant. Thereafter application will need to be made for a Section 50 certificate from building standards to move towards confirming the provisional premises licence.

Licensing Standards Officer

| | |
|-----------------------|--|
| COMMITTEE: | Licensing Board |
| MEETING DATE: | 26 February 2026 |
| BY: | Clerk to the Licensing Board |
| REPORT TITLE: | Extension of Licensed Hours for the Men's World Cup 2026 in USA, Mexico and Canada |
| REPORT STATUS: | Public |

1 PURPOSE OF REPORT

- 1.1 To seek Board approval for the approach to extension of licensing hours required to permit licenced premises to show Scotland and other Home Nation fixtures at the FIFA World Cup 2026.

2 RECOMMENDATIONS

Members are recommended to:

- 2.1 Note the terms of the report and to consider the options set out for premises to be able to trade and show the Home Nation Fixtures during the 2026 FIFA World Cup.
- 2.2 To consider the options and approve either:
- 2.2.1 the General Extension under section 67 Licensing (Scotland) Act 2005 set out in Appendix 1 of this Report; or
 - 2.2.2 the General Extension under section 67 Licensing (Scotland) Act 2005 set out in Appendix 2 of this Report or
 - 2.2.3 the General Extension under section 67 Licensing (Scotland) Act 2005 set out in Appendix 3 of this Report.
- 2.3 Delegate authority to the Clerk of the Licensing Board to consider, and grant extension of hours applications under section 68 Licensing (Scotland) Act 2005 relating to fixtures at the FIFA World Cup 2026 with appropriate conditions as selected from those set out in Appendix 4 of this Report.

3 BACKGROUND

3.1 The FIFA World Cup 2026 (“**World Cup**”) is hosted by Canada, Mexico and the U.S.A. and due to time differences, a number of matches will either kick off or finish beyond licensed hours for many, if not all, licensed premises within the Board’s area.

3.2 The Scottish and English Men’s football teams have officially qualified for the World Cup while the Northern Irish and Welsh teams may still be able to qualify if they win their play-off games in March.

3.3 Scotland play three games in their group:

Sunday 14 June 2026: Scotland vs Haiti – kick off time 02:00 GMT

Friday 19 June 2026: Scotland vs Morocco – kick off time 23:00 GMT

Wednesday 24 June 2026: Scotland vs. Brazil – kick off time 23:00 GMT

England play three games in their group:

Wednesday 17 June 2026: England vs Croatia – kick off time 21:00 GMT

Tuesday 23 June 2026: England vs Ghana – kick off time 21:00 GMT

Saturday 27 June 2026: England vs Panama – kick off time 22:00 GMT

Northern Ireland and Wales still require to qualify before the date and time of their matches could be formally confirmed.

Should Scotland or any of the Home Nation Teams qualify from their group they will then progress into the knock-out stages of the tournament. The kick-off times for the knock out games are available however the actual match played would depend on route to qualification from the group.

Should Scotland qualify for the next round and finish second our understanding is that they will play in Mexico and that fixture will result in a 02:00 (GMT) scheduled kick-off time. In addition, if Scotland finish as one of the best ranked third placed teams they may also have a 02:00 (GMT) scheduled kick-off time.

It is not anticipated there would be any other fixtures with scheduled kick off of 02:00 (GMT) affecting any of the Home Nation Teams.

3.4 The qualification of the Scotland Men’s team to the World Cup represents the first time this century that the team has qualified. This is a magnificent achievement by the team that people across Scotland are very proud of and may be considered to be an event of national significance. It is also considered that as part of the United Kingdom the

qualification and participation of any of the home nation teams may also be considered to be an event of national significance.

- 3.5 Section 67 of the Licensing (Scotland) Act 2005 (the “**Act**”) provides a power for Licensing Boards to grant general extensions to licensed hours in connection with special events of local or national significance if they consider it appropriate to do so.
- 3.6 The Licensing Team have carried out consultation with the Licensing Trade and Police Scotland to understand their views on extending hours for World Cup games.
- 3.7 There was a clear and positive response from the Licensing Trade wishing to make use of any general extension permitted by the Board in relation to the World Cup.
- 3.8 Police Scotland were understanding of the significance of this event and wished to support a general extension but were also mindful of potential issues with prolonged drinking and anti-social behaviour, not solely but particularly around the Scotland vs Haiti game given the 02:00 GMT kick-off resulting in an expected finish of approximately 04:15-04:30 (with the exact time dependent on a number of variables including additional time added by the referee etc.). Police Scotland were also keen to take a preventative approach as opposed to a reactive approach and sought to promote the conditions set out in appendix 4 to any extension. It is however the view of the Clerk to the Licensing Board that there is no mechanism in the Act to apply conditions to a general extension of hours. Conditions could however be applied to any application for extended hours. In light of this approach Police Scotland requested that should the Board be minded to grant the proposed general extension that premises operators are:
 - 3.8.1 encouraged to notify the board who in turn can notify police which premises are proposing to use the general extension.
 - 3.8.2 reminded that the screening of these fixtures would not be considered a function under the operating plan.
 - 3.8.3 reminded that the provisions within their Premises Licence remain enforceable and they require to comply with the terms of the licence in particular the general extension does not apply to outdoor areas, these are still to be used consistent with the existing operating plan.
 - 3.8.4 reminder that best practice for late-night opening is to have a first aider and personal licence holder on the premises from 01:00 (GMT) onwards.
 - 3.8.5 reminder that premises should put in place a transport plan for staff to get home.
- 3.9 It is noted that there is a need for consistency in the approach to games and an acknowledgement that should Home Nations progress further

into the tournament a degree of flexibility would be required to allow viewing of further matches and to balance the licensing objectives along with the desire to view and support the national teams a hybrid approach is proposed by the Licensing Team.

- 3.10 It is proposed that a general extension would be applied as set out in Appendices 1, 2 or 3 of this report. It is noted that with a kick-off of 23:00 (GMT) for the Scotland vs Morocco and Scotland vs Brazil these games are not likely to finish until 01:15-01:30 (GMT). In terms of Board policy, the proposal would extend the terminal hour of the majority of premises by 3 hours on Monday - Wednesday by 1 hour Thursday - Saturday and by 2 hours Sunday. Provision has also been made should there be unexpected delays to a fixture allowing premises to remain open until that fixture has concluded.
- 3.11 The general extension (proposed in appendices 1 and 2) would not apply to games such as Scotland vs Haiti where the kick-off time would result in opening beyond the hours permitted under the general extension. Accordingly, premises wishing to show the game (or any other game which may be played outside of the terminal hours set out in the general extension) would need to submit an extended hours application.
- 3.12 From the consultation it is noted that there was a reasonable number of premises who indicated they were considering opening and broadcasting the Scotland v Haiti game. In order to streamline the process it is proposed that the Board consider delegating authority to the Clerk to the Licensing Board to approve extended hours applications received provided there is agreement to imposing the conditions set out in Appendix 4 of this Report and that there are no concerns raised by either the Licensing Standards Officer or Police Scotland in which case they would be brought to the next Board to consider.
- 3.13 In order to ensure that applications can be fully considered and processed all extended hours applications should be received **NO LATER THAN** 1 May 2026. This will ensure that applications can be put before a Board should it not be capable to deal with under delegated authority. Any application received after 1 May but before 15 May can still be processed but should there be any issues, would not be able to be presented to a Board in time for the Scotland v Haiti fixture.
- 3.14 Notwithstanding the above the Board members are to be aware that should Scotland proceed from the group stages, and the scheduled kick-off for that fixture is 02:00 (GMT), there would be insufficient time for the Licensing Team to process any extended hours applications for that fixture.

The options available would be:

- to grant an extended hours application to those who already applied for the Haiti Fixture, and the premises have run a successful event, and delegate authority to approve without the usual processing from Licensing Officers

- to grant a general extension for that game should it occur. To do this may be seen to contradict the position taken for Haiti.
 - Grant a General Extension which would apply to the Haiti Game and should Scotland qualify to the next stage the 2am game as proposed in Appendix 2.
 - Grant General Extension for all Home Nation Fixtures as set out in Appendix 3.
- 3.15 The Licensing Team have set up a web page regarding the World Cup and will continue to keep the web page open with updates and reminders for those wishing to take advantage of any extension and the Board would advise premises to visit this page for updates regularly.

4 POLICY IMPLICATIONS

- 4.1 The General Extension would extend premises trading hours beyond the hours set out in the East Lothian Licensing Board Statement of Licensing Policy (1st November 2023 –31st October 2028) and the applications for extended hours may result in premises trading beyond the recommended consecutive trading hours.
- 4.2 Notwithstanding the above the Board may grant this if it feels there is a justification and an event of national importance. Noting that the Scottish Government Guidance sets the Scotland games as being of significant national importance.

5 RESOURCE AND OTHER IMPLICATIONS

- 5.1 Finance: None
- 5.2 Human Resources: None
- 5.3 Other (e.g. Legal/IT): None
- 5.4 Risk: None

6 INTEGRATED IMPACT ASSESSMENT

- 6.1 **Select the statement that is appropriate to your report by placing an 'X' in the relevant box.**

An Integrated Impact Assessment screening process has been undertaken and the subject of this report does not affect the wellbeing of the community or have a significant impact on: equality and human rights; tackling socio-economic disadvantages and poverty; climate change, the environment and sustainability; the Council's role as a



corporate parent; or the storage/collection of personal data.

7 APPENDICES

- 7.1 Appendix 1, 2 and 3 – Draft Board Statements – Draft Proposed General Extension for the World Cup
- 7.2 Appendix 4– proposed conditions for extended hours applications

8 BACKGROUND PAPERS

- 8.1 East Lothian Licensing Board Statement of Licensing Policy (1st November 2023 –31st October 2028)

9 AUTHOR AND APPROVAL DETAILS

Report Author(s)

| | |
|--------------------|--|
| Name | Carlo Grilli |
| Designation | Clerk to the Licensing Board |
| Tel/Email | cgrilli@eatlothian.gov.uk |
| Date | 16 February 2026 |

Appendix 1

PROPOSED DRAFT STATEMENT BY THE BOARD FOR THE GENERAL EXTENSIONS OF LICENSED HOURS

OPTION 1

STATEMENT BY THE BOARD FOR THE GENERAL EXTENSIONS OF LICENSED HOURS

In terms of section 67 of the Licensing Scotland Act 2005, the Board has determined that it is appropriate to grant a general extension of licensed hours for the 2026 FIFA World Cup (the “**Tournament**”).

For the duration of the Tournament, premises can remain open until 02:00 (GMT) for the purposes of televising any Home Nation¹ fixture which is scheduled to kick-off on or after 21:00 (GMT) but shall not apply to such fixtures scheduled to Kick-off on or after 01:00 (GMT). Should the permitted fixture run past 02:00 (GMT) premises may remain open until 30 minutes after the conclusion of the fixture.

This extension will only apply to licenced premises which have both on-sales and have stated within their operating plan that they show televised sports.

There is no obligation placed on licence holders to take advantage of these extensions should they not wish to do so.

The Board would like to remind all licence holders that the conditions of their Premises Licence remain in force for the duration of the extended hours and all relevant risk assessments should be conducted to ensure compliance with all licensing objectives during the period of extended hours.

For the avoidance of doubt this extension does not apply to the following fixtures:

- Scotland vs Haiti – kick off time 02:00 (GMT) on Sunday 14 June 2026.
- Any other Home Nation fixture which is scheduled to kick-off on or after 01:00

The Board invites extended hours applications to be submitted by premises licence holders.

¹ Home Nation includes Scotland, England, Northern Ireland and Wales

Appendix 2

PROPOSED DRAFT STATEMENT BY THE BOARD FOR THE GENERAL EXTENSIONS OF LICENSED HOURS

OPTION 2

STATEMENT BY THE BOARD FOR THE GENERAL EXTENSIONS OF LICENSED HOURS

In terms of section 67 of the Licensing Scotland Act 2005, the Board has determined that it is appropriate to grant a general extension of licensed hours for the 2026 FIFA World Cup (the “**Tournament**”).

For the duration of the Tournament, premises can remain open until 02:00 (GMT) for the purposes of televising any Home Nation² fixture which is scheduled to kick-off on or after 21:00 (GMT) but shall not apply to such fixtures scheduled to Kick-off on or after 01:00 (GMT). Should the permitted fixture run past 02:00 (GMT) premises may remain open until 30 minutes after the conclusion of the fixture.

Notwithstanding the above for any Scotland fixture which is scheduled to Kick-off at 02:00 (GMT) the premises may trade and remain open until 30 minutes after the conclusion of the fixture.

This extension will only apply to licenced premises which have both on-sales and have stated within their operating plan that they show televised sports.

There is no obligation placed on licence holders to take advantage of these extensions should they not wish to do so.

The Board would like to remind all licence holders that the conditions of their Premises Licence remain in force for the duration of the extended hours and all relevant risk assessments should be conducted to ensure compliance with all licensing objectives during the period of extended hours.

For the avoidance of doubt this extension does not apply to any other Home Nation (excluding Scotland) fixture which is scheduled to kick-off on or after 01:00

² Home Nation includes Scotland, England, Northern Ireland and Wales

Appendix 3

PROPOSED DRAFT STATEMENT BY THE BOARD FOR THE GENERAL EXTENSIONS OF LICENSED HOURS

OPTION 3

STATEMENT BY THE BOARD FOR THE GENERAL EXTENSIONS OF LICENSED HOURS

In terms of section 67 of the Licensing Scotland Act 2005, the Board has determined that it is appropriate to grant a general extension of licensed hours for the 2026 FIFA World Cup (the “**Tournament**”).

For the duration of the Tournament, premises can remain open until 30 minutes after the conclusion of any Home Nation³Fixture.

This extension will only apply to licenced premises which have both on-sales and have stated within their operating plan that they show televised sports.

There is no obligation placed on licence holders to take advantage of these extensions should they not wish to do so.

The Board would like to remind all licence holders that the conditions of their Premises Licence remain in force for the duration of the extended hours and all relevant risk assessments should be conducted to ensure compliance with all licensing objectives during the period of extended hours.

³ Home Nation includes Scotland, England, Northern Ireland and Wales

Appendix 4

Proposed Conditions to Apply for Extended Hours Applications

- The premises manager or a personal licence holder is in attendance throughout the event
- The event is by ticket only and is limited to tickets purchased/obtained in advance
- Last orders are called by 04:00 (GMT) and comprises of no more than one drink per customer

(Note: above condition to apply to the Scotland vs Haiti Fixture and for other events where appropriate a similar condition to be agreed by the Clerk to the Licensing Board)

- Staff ensure that customers are all advised to be considerate of others and leave quietly
- Any drink provided after 01:00 (GMT) shall be served in plastic cups or toughened glass or any other recognised safety product