



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

**THURSDAY 26 FEBRUARY 2026  
COUNCIL CHAMBER, TOWN HOUSE, HADDINGTON  
& HYBRID MEETING FACILITY**

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**Board Members Present:**

Councillor L Bruce (r)  
Councillor LA Menzies  
Councillor F Dugdale  
Councillor N Gilbert (r)  
Councillor G McGuire (Convener)  
Councillor J McMillan (r)

**Clerk of the Licensing Board:**

Mr C Grilli, Service Manager, Governance

**Attending:**

Ms E Barclay, Democratic Services Assistant  
Ms S Fitzpatrick, Team Leader, Licensing and Landlord Registration  
Ms K Harling, Licensing Standards Officer  
Ms A Rafferty, Licensing Officer  
PC M Upton, Police Scotland

**Committee Clerk:**

Ms L Gillie

**Apologies:**

None

**Declarations of Interest:**

None

Councillor McMillan made a transparency statement of his previous involvement with the Brunton Hall Trust.

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, 29 January 2026**

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

**2. PREMISES LICENCE  
Haddington Corn Exchange, Court Street, Haddington EH413DS**

Helen Faulds, Operations Officer, East Lothian Council attended along with Fiona O’Sullivan, Team Manager, Arts Service, East Lothian Council and Michael Stitt, Trustee of The Brunton Theatre Trust, who attended remotely. Ms Faulds began by explaining that after the closure of the Brunton Theatre the Brunton Trust took over the lease. They have used occasional licences for internal events and external hires and are now applying for a premises licence. Ms Faulds added that personal licences are held by staff and that bar training and refresher training is carried out.

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

The Licensing Standards Officer (LSO) advised that occasional licences had been used for a couple of years and that the premises was well run. She had no objections to the application.

Councillor Menzies asked if off sales would ever be used other than for events such as makers market and Ms Faulds responded by advising this would not happen.

Members welcomed the application and commented on it being a positive move.

**Decision**

The Board unanimously agreed to grant the Premises Licence application.

**3a. PREMISES LICENCE, MAJOR VARIATION  
Premier (Dunbar), 135 High Street, Dunbar EH42 1ES**

Gordon Emslie, GNE Consultancy, attended along with his client Shanthi Shivakumar. Mr Emslie advised that the application was for a revised layout for the alcohol display area. He added that this would help staff and enable them to serve customers better. Mr Emslie concluded by saying that Ms Shivakumar was a responsible retailer who was investing in their business.

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

The LSO advised that she has received no complaints about the premises and that she found the licence holder to be a responsible retailer who had responded positively. She had no objections to the application.

In response to questions from Councillor Menzies Mr Emslie advised that there would be products which take up more than one space on a shelf. He continued by saying that the intention was to build up the product range in Dunbar by broadening the range of whisky and wines. Mr Emslie stated that in most convenience stores you might have up to one and half metres with specialist products that might not be available in supermarkets and this is the area where you could have one or two spaces taken by a product.

In response to a question from the Convener Mr Emslie advised that part of the reason for the review of the layout was to increase security with wine being moved to be in front of the beer cave.

Mr Emslie responded to a question from Councillor Dugdale by advising that there were people who would come from the city to steal products from smaller towns like Dunbar.

Councillor Menzies commented that she could not support the application as she would like to see other items displayed and that the number of items on display was not needed. She also commented that although she could not support the application, she did not think the applicant was irresponsible. The Convener and Councillor McMillan commented that they could not disagree with the comments made but added that they would support the application as their experience was that this was a responsible retailer. Councillor Dugdale added that the premises was well run and responsible.

### **Decision**

In Favour: Cllrs Bruce, Dugdale, Gilbert, McGuire, McMillan.

Against: Cllr Menzies

Members voted to approve the Premises Licence, Major Variation application by majority.

### **3b. PREMISES LICENCE, MAJOR VARIATION Premier (Tranent), 8 Muirpark Drive, Tranent EH33 2PE**

Gordon Emslie, GNE Consultancy, attended and he explained that the application was due to an issue with capacity and added that they had thought the initial capacity was correct but that they needed to increase the storage space. He advised that the enhanced layout allows for better service and supports long term sustainability.

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

The LSO advised of a compliance visit when issues with capacity had been highlighted. She continued by stating that staff managed the store well and that the beer cave was visible for them. Issues identified had been resolved in under seven days and the premises was described as responsive. She ended by saying that the application was to tidy up something that was miscalculated

Councillor Menzies commented that she had visited the store to check the layout and that as it was a compliance issue, she would be happy to support the application.

### **Decision**

Members voted unanimously to approve the Premises Licence, Major Variation application.

**3c. PREMISES LICENCE, MAJOR VARIATION  
The Leddie, High Street, Aberlady, Longniddry EH32 0RE**

Robert Clark, General Manager attended with Caroline Loudon, TLT Solicitors attending remotely. Mr Clark introduced himself and advised that Ms Loudon would speak to the application. Ms Loudon advised that the intention was to upgrade and add to existing activities. Ms Loudon gave examples such as the morning after a wedding to raise a toast and golfing early tee times. She also commented that they currently lose bookings for the day after a wedding. Ms Loudon advised that she was aware of the two conditions and that they were accepting of these.

PC Upton, Police Scotland advised that from 9am was out with Licensing Board policy. He added that there were no concerns on how the premises intended to operate and that there had been no calls since 2021 when the premises was under different management.

The LSO advised that she had never had a complaint in relation to the service of alcohol from the earlier time at a similar premises in the area and that the conditions in her report had been accepted. She added that the majority of people who might be in for breakfast will be residents and the sale of alcohol under the legislation already exists, the application is to provide this facility for non-residents who may wish to book events. She concluded by saying she had no concerns and that she knew Mr Clark had operated successfully previously.

Ms Loudon responded to questions from Councillor Gilbert by stating that they had no evidence but that they could prepare a list of refused booking if that was required by Board. She continued by advising that there would be measures in place to control the two glass per person limit. Mr Clark added that there was no intention to provide the wine menu with the food menu during breakfast or lunch. It would only be provided if it was requested.

Councillor Dugdale was informed of the intention to hold a Christmas or Spring Market in response to her question.

Mr Clark, in response to a question from Councillor Menzies, advised that they have 70 seats in the bar and restaurant for breakfast. With 27 rooms in the hotel up to 54 of these seats can be taken by residents. He added that alcohol is not asked for every day and that he did not see a massive demand.

Members commented that the premises was well run and had responsible management. Councillor Menzies clarified that while she was concerned about the sale of alcohol the evidence is clear that the sale of alcohol in hotels is not an issue. Councillor Bruce proposed that the two conditions contained in the LSO's report be attached to the licence, this was seconded by Councillor Dugdale.

**Decision**

Members voted unanimously to approve the Premises Licence, Major Variation application subject to the following conditions:

- Alcohol served between 9am and 11am is to be accompanied by a substantial plated meal with a limit of two drinks per person.

- Alcohol served between 9am and 11am is to be served by the glass and not by the bottle.

**4a. OCCASIONAL LICENCE**  
**103-105 High Street, Tranent EH33 1LW**

Carlo Grilli, Clerk to the Licensing Board advised that the application had been withdrawn as the applicant had received a section 50 and had applied for a premises licence.

**4b. OCCASIONAL LICENCE**  
**Mart Farm Shop, East Linton, Saleground, Station Road, East Linton.**  
**EH40 3DN**

The applicant Neil Sinclair-Parry attended remotely and advised that the current premises licence expires in August 2026 and that he was waiting on building warrant. When he receives the building warrant he will make an application for a full licence.

*Councillor McMillan left the meeting.*

Mr Sinclair-Parry explained that he had applied for an occasional licence to ensure alcohol can continue to be sold.

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

The LSO advised that she was aware of the issues with obtaining the section 50 and that using occasional licences needed to be reviewed every 12 months. That, she explained, was the reason the application was at Board.

The Convener urged Mr Sinclair-Parry to continue with his application for building warrant.

**Decision**

Members voted unanimously to approve the Occasional Licence application.

**5. World Cup Extended Hours**

Mr Grilli advised that Scottish Government and other licensing boards felt that Scotland qualifying to the World Cup was of significant interest. The extending of hours would be necessary as some of the games will be played out with the normal opening hours of premises in East Lothian. Mr Grilli highlighted that the report provided options for Board to consider if they wish to provide an extension to hours.

PC Upton, Police Scotland advised that Option 1 was the option that the police would encourage. He commented that this limited the extension to home nation games starting on or before 1am and that resources could be planned in line with these games. Under Option 1, any games starting after 1am would require an extended hours application so licencing and police would be aware of which premises would be open, and conditions could be put on the applicants. He also noted that with a general extension they would have no way of knowing which premises were open. He highlighted the guidance document prepared by the LSO and stated that the police are keen for four points to be highlighted, ideally alongside the statement granting the general extension if that is the option chosen by Board. These points are:

- an encouragement to notify licencing, who in turn can notify the police which premises are going to use the general extension.
- an encouragement to have a first aider and a personal licence holder on the premises from 1am.
- a reminder that any extension does not constitute a function.
- a reminder that a general extension would not apply to outdoor areas.

The LSO advised that she had engaged with the trade and that there were 146 premises with on sale and sports tv that could apply. She has prepared written guidance for premises, and this will be published alongside Board's decision on a dedicated website which licencing are developing. She concluded by advising that she will continue to assist as she can.

In response to a question from Councillor Bruce Mr Grilli explained that legislation does not allow for conditions to be put onto general extensions. He advised that they could be encouraged but that it would not be enforceable, he added that limitations can be put on general extensions.

In response to questions from Councillor Menzies Sheila Fitzpatrick, Team Leader Licensing stated that there would be sufficient time for the licensing team if all 146 licence holders apply within the time frame but that it was not just resources in the licensing team that would need to be considered. Consultation with both police Scotland and the LSO would have to take place. She added that she doubts all 146 premises would apply. Ms Fitzpatrick continued by stating that if Scotland progress from the group stages there were concerns for any games after 1am as they would not have the timeframes or the capacity to deal with applications. The LSO added that applications are processed by the licensing team and then are passed to the police and the LSO. They have 10 days, not 10 working days, to respond. She added that the report to Board mentions delegated responsibility to add certain conditions that are in the appendix and that she felt this would assist in terms of time scales. The LSO concluded by saying it was important that applications were made early.

Mr Grilli advised that Edinburgh City Council's decision was to show all games in the World Cup with a 30-minute drinking up time. He added that games starting at 3am / 4am were not catered for in the proposal.

The LSO commented that it was important for Board to discuss conditions. She added that on speaking to the trade she had noted that there was more interest from them for the Friday and Saturday games and not such interest in other games due to staffing costs and travel concerns. She concluded by saying that members clubs could ticket events for more control and that all premises have neighbours and their reputation to consider.

Mr Grilli advised that Option 1 requires an early application to be made before it is known if Scotland qualify. That game could still be shown but there is a question over whether it would be worth the premises opening if Scotland are not playing.

Councillor Bruce queried if having venues available with staff who can control the situation is better than people drinking in their own homes.

Councillor Dugdale asked about the issue of transport for people getting home after the event and Mr Grilli advised that they had no details on this. The LSO added that there were no known additional measures in place and pointed out that the game would run from Saturday into Sunday morning so it would be a Sunday timetable for public transport. She continued by saying that they had not received much feedback from taxi operators. Premises have commented on holding ticketed events for locals who can

travel on foot. She concluded that Glasgow City Council has requested a plan is in place for staff to get home safely.

At the suggestion of Councillor Gilbert the meeting was paused to allow members to discuss the options in private.

When members returned they commented that there were benefits and negatives to all the options but they all confirmed they were in favour of Option 3.

Mr Grilli clarified Option 3 as:

In terms of section 67 of the licencing Scotland Act 2005 The Board has determined that is appropriate to grant a general extension of licenced hours for the 2026 FIFA World Cup.

For the duration of the tournament premises can remain open until 30 minutes after the conclusion of any Home Nation Fixture.

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

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

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 licencing objectives during the period of extended hours

**Decision**

Members voted unanimously in favour of the Option 3

Signed .....

Councillor G McGuire  
Convener of East Lothian Licensing Board