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East Lothian Council
Licensing

06 FEB 2026

Received



27 March - 9 April

Police / HSO
9/2.
Advert
13/2.

LICENSING (SCOTLAND) ACT 2005, SECTION 142

OCCASIONAL LICENCE APPLICATION FORM

Before completing this form please read the guidance notes.

If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets, if necessary.

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

1. LICENCE DETAILS (see note 1)

Premises licence number (if applicable) _____

Personal licence number (if applicable) PL NO 277378-Edinburgh

Name of voluntary organisation (if applicable) _____

2. PERSONAL DETAILS

Title (delete as appropriate):

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

Surname Little

Forenames Andrew David

Date of birth (Day / Month / Year) ██████████

2. PERSONAL DETAILS (cont)

Address where ordinarily resident to be used for correspondence purposes

[Redacted address line]

Post town _____ Post code _____

Telephone Numbers

Daytime Tel. _____ Evening Tel. _____

Mobile No. [Redacted]

Fax No. _____ Email _____

3. THE PREMISES

Description of premises

This is for a temporary Golf Club Clubhouse and ancillary ProShop and offices, required between the current Clubhouse being closed and the new Clubhouse obtaining a Full Licence. The premises are made up of 9 Portakabin modules. The kitchen is split in two modules - one for production and one for dish washing. There is a dining room and bar where tea and coffee will be available and a selection of hot and cold meals. There will be a bar serving beer, wine and spirits. There will also be an outside area catering for about 18 people. In other modules there will be an office for admin staff, a meeting room, and a Proshop, with will also sell refreshments for the course and for processing green fees. Of course there will be toilet facilities as well.

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

Temporary Clubhouse for Members and Visitors preparing to play. Kitchen facilities for hot and cold snacks/meals or coffees/teas and soft drinks from 7am. Would like to be able to offer alcohol after 10am, as presently enjoyed.

Full postal address of premises which this application refers to _____

Dunbar Golf Club, East Links Road, Dunbar, EH42 1LL

4. DURATION OF LICENCE

Date: From Friday 27th March 2026 To Thursday 9th April 2026

Time: From 10am To 10pm

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

YES NO

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

Times for sale of alcohol for consumption on premises

10am

Times for sale of alcohol for consumption off premises

10pm

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

The premises will open from 7am to provide breakfasts, teas and coffees, changing and toilet facilities. The ProShop and office would also be in operation during this time.

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 No restriction (0-17 years).

Times at which children or young persons permitted entry No restriction.

Parts of premises to which children or young persons permitted entry

All public areas.

7. CHECKLIST

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

YES

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

DECLARATION

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

Signature 'Macdonald Licensing'

Date 06.02.26

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

NOTES

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

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

is eligible to apply for an occasional licence

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

3. Data Protection Act 2018

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

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

PLEASE SUBMIT THIS SHEET WITH YOUR OCCASIONAL LICENCE APPLICATION FORM
SUPPLEMENTARY INFORMATION

1. Event

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

There will be no events

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

Background Music.

2. Attendance

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

100 maximum inside the restaurant/changing areas plus about 18 outside

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

Size of premises. Restaurant restricted to 60

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

Please tick one box

Under 18

18 - 30

30 - 50

over 50

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

Club Members and their guests, and others using the Course.

3. Stewarding

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

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

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

Not applicable.

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

Not applicable.

4. Layout Plans

Please indicate if -

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

No PEL required. Plan attached.

5. Applications Lodged by Voluntary Organisations or Members Clubs Only

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

Not applicable.

6. Will alternatives to glass receptacles be provided?

No.

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

Please provide details of any training certificate held.

Mandatory Training for those involved in the sale or service 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 objectives.

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

These premises are for the use of Dunbar Golf Club Members to change/ to prepare to play golf, perhaps have breakfast or a snack. Drunks for golfers and their guests, and to sample hot and cold meals.

9. **How will you secure Public Safety at the event?** Members /Visitors safety is paramount. These are temporary premises but our clients will do the layout and fit-out to highlight safety issues. Further details can be provided closer to the Hearing date. Capacity requested is 100 but limit of 60 in the restaurant. 18 outside
-

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

Club Members and temporary Player tickets only and those signed in. Back ground Music only. No events

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

Primary function is for golfers and their guests. This is a temporary facility located outwith the town and will be controlled as the current Clubhouse is. Not for overconsumption of alcohol, but this will be monitored by staff

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

There may be Junior Members or those attending with an adult. The Licence is to allow golfers to have a alcoholic refreshment or golfers and their friends / guests to have a drink on the premises, perhaps with a meal/ snack. Atmosphere will be conducive to under 18s being present.

SIGNATURE AND DECLARATION BY AGENT

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 'Macdonald Licensing'

Date 6 February 2026

Macdonald Licensing
21a Rutland Square
Edinburgh, EH1 2BB

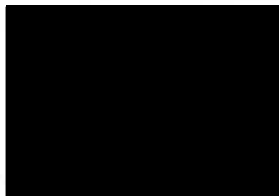
0131 229 6181
alistair@macdonaldlicensing.com

PERSONAL LICENCE

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

Licence Number 277378

Name and address of licence holder Mr Andrew David Little



Name of issuing Licensing Board The City of Edinburgh Licensing Board
City Chambers
High Street
Edinburgh, EH1 1YJ



3000N

Licensing Board logo



Expiry date 31 August 2029



Training record

Dates of Training	Title of Course completed	Awarding/ Accrediting Body	Level attained
11/03/2008	Scottish Certificate for Personal Licence Holders	BIIAB - 2005 Act	Pass
26/08/2014	Scottish Certificate for Personal Licence Holders (Refresher)	City and Guilds	Pass
21/02/2019	Scottish Certificate for Personal Licence Holders (Refresher)	City and Guilds	Pass
01/03/2024	Scottish Certificate for Personal Licence Holders (Refresher)	Highfield Awarding Body for Compliance	Pass



3000N

Convictions for relevant and foreign offences

Personal licence number; 277378

Offence	Court	Date	Penalty



3000N

Endorsements

Personal licence number; 277378

Reason for Endorsement	Name of Licensing Board	Date of commencement	Expiry date



3000N

Aitken, Christine (Licensing)

From: Jennifer Drummond <Jennifer.Drummond@scotland.police.uk>
Sent: 10 February 2026 10:49
To: Licensing
Subject: OCC LIC APP - OCC106.26 - DUNBAR TEMP GOLF CLUB - 27/03/26-09/04/26
Attachments: OCC106.26 DUNBAR GOLF 27.3-09.04.2026.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.

THERE ARE NO POLICE OBJECTIONS

EAST LoTHIAN COUNCIL

LICENSING STANDARDS

From: Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 23rd February 2026

Subject: LICENSING (SCOTLAND) ACT 2005

OCCASIONAL LICENCE APPLICATION(S) – OCC106-109/26

ANDREW LITTLE, DUNBAR GOLF CLUB – TEMPORARY CLUBHOUSE, DUNBAR, EAST LoTHIAN

The applicant is Andrew Little, who is a personal licence holder. Application has been made for 4 occasional licences for a temporary clubhouse at Dunbar Golf Club. This premises will be made of temporary portacabins to replace the existing licensed clubhouse and serve as a temporary clubhouse whilst a new clubhouse is being built. A provisional premises licence application has been submitted for the new Dunbar Golf Club Clubhouse, which is to be considered by the Board (subject of separate report).

The duration of the applications are:

OCC106/26 – 27th March- 9th April 2026, on sales 10am – 10pm
OCC107/26 – 10th April - 23rd April 2026, on sales 10am – 10pm
OCC108/26 – 24th April – 7th May 2026, on sales 10am – 10pm
OCC109/26 – 8th May – 21st May 2026, on sales 10am – 10pm

The on sales hours requested are outwith board policy with a commencement hour of 10am however, this reflects the on sale hour that was previously granted as part of the premises licence for Dunbar Golf Club's previous location.

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

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

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

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

Licence is not being made unless the Clerk of the Board is satisfied that there are good reasons that prevent such an application, that are not within the control of the applicant.

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

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

Licensing Standards Officer