

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

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

SECTION 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)

East Lothian Council
 Licensing
 20 JAN 2026
 Received

- 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)

.....

SECTION 2: PREMISES LICENCE DETAILS

2(a) Licence Number of Premises

EL 319

2(b) Name and Address of Premises

Renaissance New Golf Club Cowden Hill Drive Dirleton		
Post Code	EH39 5HS	Phone No.

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

The Renaissance Club at Archerfield LLP Cowden Hill Drive North Berwick East Lothian		
Post Code	EH39 5HS	Phone No.

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)

- Q2 – To amend the commencement time to 9am.

Q4 – To amend the wording to read, “We would like to take advantage of the festive hours or any event of special importance which is granted by East Lothian Licensing Board on an annual basis.

Q5 – To add permission for films within and out with core hours.

Q5 – To add permission for the following activities out with core hours; accommodation, receptions, club or other group meetings, recorded music, live performances and dance facilities.

Q5 – To amend the wording to read as follows, “From time to time, we would like to open prior to core times for conference facilities and other similar activities as permitted in column 4 above, but not before 6am. Restaurant would be opened for members and guests out with core times prior to playing on course for breakfasts, teas, coffees etc, but not before 6am. Television will be on out with core hours. There is a patio area connected to our club building permitting. This is used during the summer months and is closed during winter. Recorded music may be played for the benefit of staff and customers prior to core licensed hours. Meetings may take place out with core hours.

Q5(f) – To amend the wording to read as follows, “The premises hosts a number of golf competitions and charity events throughout the year. These may commence prior to core hours, but not usually before 6am. Weddings, conferences, events, functions and celebrations may all take place. There may be non alcoholic beverages served but no alcohol out with core hours. The half way house will operate as an extension of the club house and will be available to golfers and their guests. There is also a private members lounge adjacent to the clubhouse for the use of members and their guests.”

Q7 – To update capacity breakdown. (note there has been no change to the total capacity).

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.

To amend and update the layout plans of the premises to provide a full set of accurate plans, which reflect the entirety of the golf club, including the existing lodge, the addition of the half way house and the full site plan.

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*)

To amend the name of the premises to "Renaissance Golf Club."
To amend the description of the premises to "Golf Club."

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) Provided under a separate cover.

.....

SECTION 5: FEE PAYABLE

The fee payable in respect of the application for variation is **£200**

If the application is submitted alongside an application for Transfer of Premises Licence then the combined fee for both applications will be **£220** (see note 4 below)

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

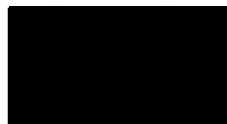
- Application for Transfer of Premises Licence followed by Application for Variation
- Application for Variation followed by Application for Transfer of Premises Licence

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 £ 200 is enclosed.

Signature – Nicola Smith – Hassard Licensing Ltd



..... (See note 5 below)

Date - 6 January 2026

.....

Capacity: AGENT (delete as appropriate)

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

Hassard Licensing Ltd
5 South Charlotte St
Edinburgh
EH2 4AN
07557928813
nicola@hassardlicensing.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.)

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

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

East Lothian Council
Licensing

Name, address and postcode of premises to be licensed.

20 JAN 2026

Renaissance Golf Club Cowden Hill Drive Dirleton EH39 5HS	Received
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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>	NO
<i>1(b) Will alcohol be sold for consumption solely OFF the premises?</i>	NO
<i>1(c) Will alcohol be sold for consumption both ON and OFF the premises?</i>	YES
<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

<i>Day</i>	<i>OFF Consumption</i>	
	<i>Opening time</i>	<i>Terminal hour</i>
<i>Monday</i>	10.00	22.00
<i>Tuesday</i>	10.00	22.00
<i>Wednesday</i>	10.00	22.00
<i>Thursday</i>	10.00	22.00
<i>Friday</i>	10.00	22.00
<i>Saturday</i>	10.00	22.00
<i>Sunday</i>	10.00	22.00

Question 4

SEASONAL VARIATIONS

<i>Does the applicant intend to operate according to seasonal demand</i>	YES
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**If YES – provide details*

We would like to take advantage of the festive hours or any event of special importance which is granted by East Lothian Licensing Board on an annual basis.

Question 5

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

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

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

From time to time we would like to open prior to core times for conference facilities and other similar activities as permitted in column 4, but not before 6am. Restaurant would be opened for members and guests out with core times prior to playing on course for breakfasts, teas, coffees etc, but not before 6am. Television will be on out with core hours.

There is a patio area connected to our club building permitting. This is used during summer months and is closed during winter.

Recorded music may be played for the benefit of staff and customers prior to core licensed hours.

Meetings may take place outwith core hours.

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.

The premises hosts a number of golf competitions and charity events throughout the year. These may commence prior to core hours, but not usually before 6am . Weddings, conferences, events, functions and celebrations.

There may be non alcoholic beverage served but no alcohol outwith core hours.

The half way house will operate as an extension of the club house and be available to golfers and their guests. There is also a private members lounge adjacent to the clubhouse for the use of members and their guests.

5(g) Late night premises opening after 1.00am

<i>Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?</i>	NO
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<i>When fully occupied, are there likely to be more customers standing than seated?</i>	NO
<i>*Delete as appropriate</i>	

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

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

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

The club is a complete family friendly golf operation. We encourage members and their guests to bring children to the club and learn to play golf. The children eat in our restaurant along with their parents or guardians.

Children 0-15 years will be allowed on the premises only when supervised by an adult up until 10pm.

Young persons will be allowed access for the duration of core hours, when supervised as above.

Children and young persons will be allowed access whilst attending a private function for the duration if accompanied by an adult.

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

0-17 years.

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

Children 0-15 years will be allowed on the premises only when supervised by an adult up until 10pm.

Young persons will be allowed access for the duration of core hours, when supervised as above.

Children and young persons will be allowed access whilst attending a private function for the duration, if accompanied by an adult.

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

All public areas.

Question 7

CAPACITY OF PREMISES

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

Total On Sales – 500

Capacity Breakdown

- Clubhouse Ground Floor – 36
- Clubhouse First Floor – 369
- Lodge – 82
- Halfway House - 13

Question 8

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

Personal details

8(a) *Name*

Robin Gordon Stewart

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>
13 January 2022	East Lothian Licensing Board	EL1811

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

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

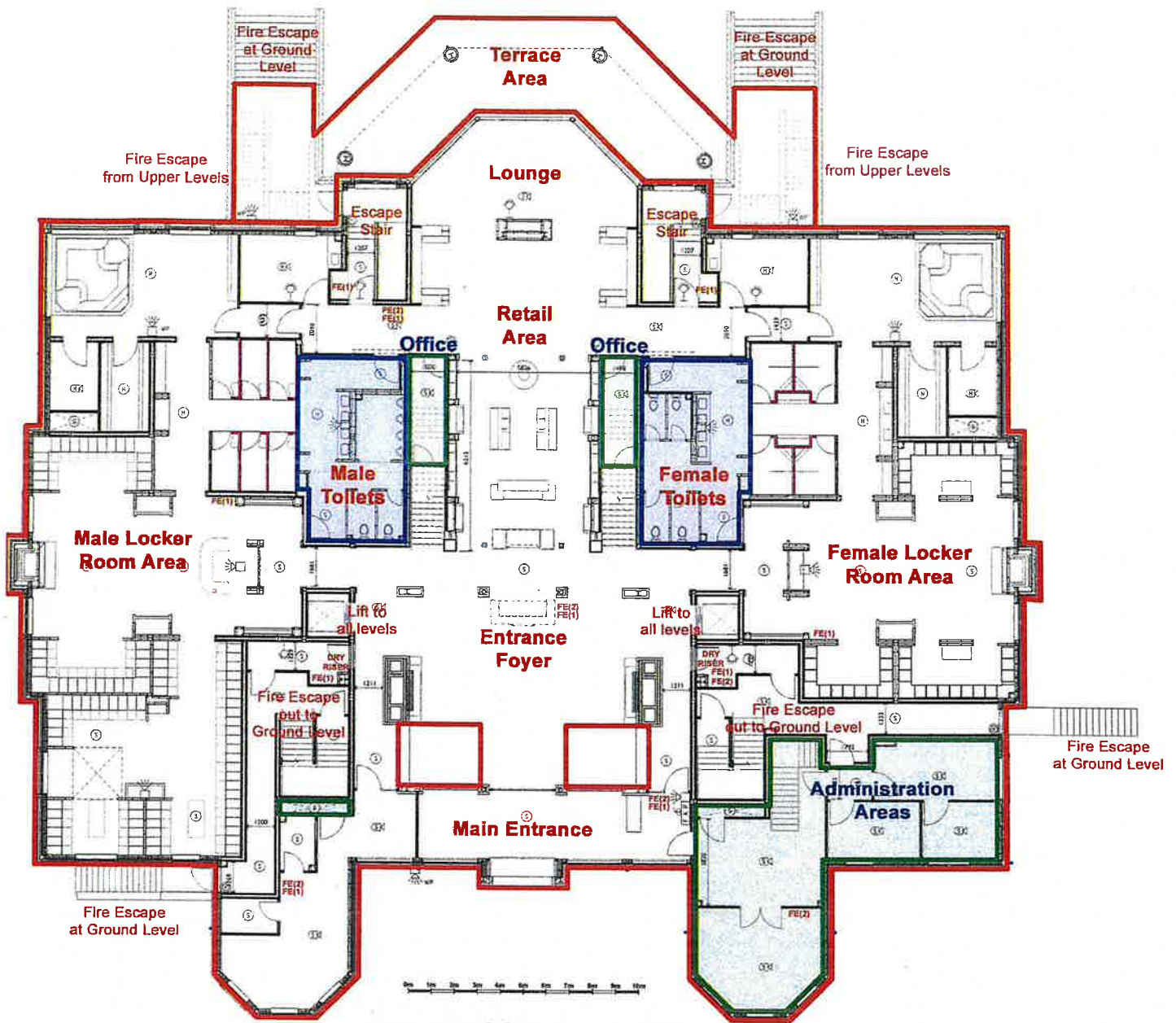
The contents of this operating plan are true to the best of my knowledge and belief.

Signature – Nicola Smith – Hassard Licensing

Date – 6 January 2026

Capacity - AGENT

Telephone number and email address of signatory – 07557 928813; nicola@hassardlicensing.co.uk



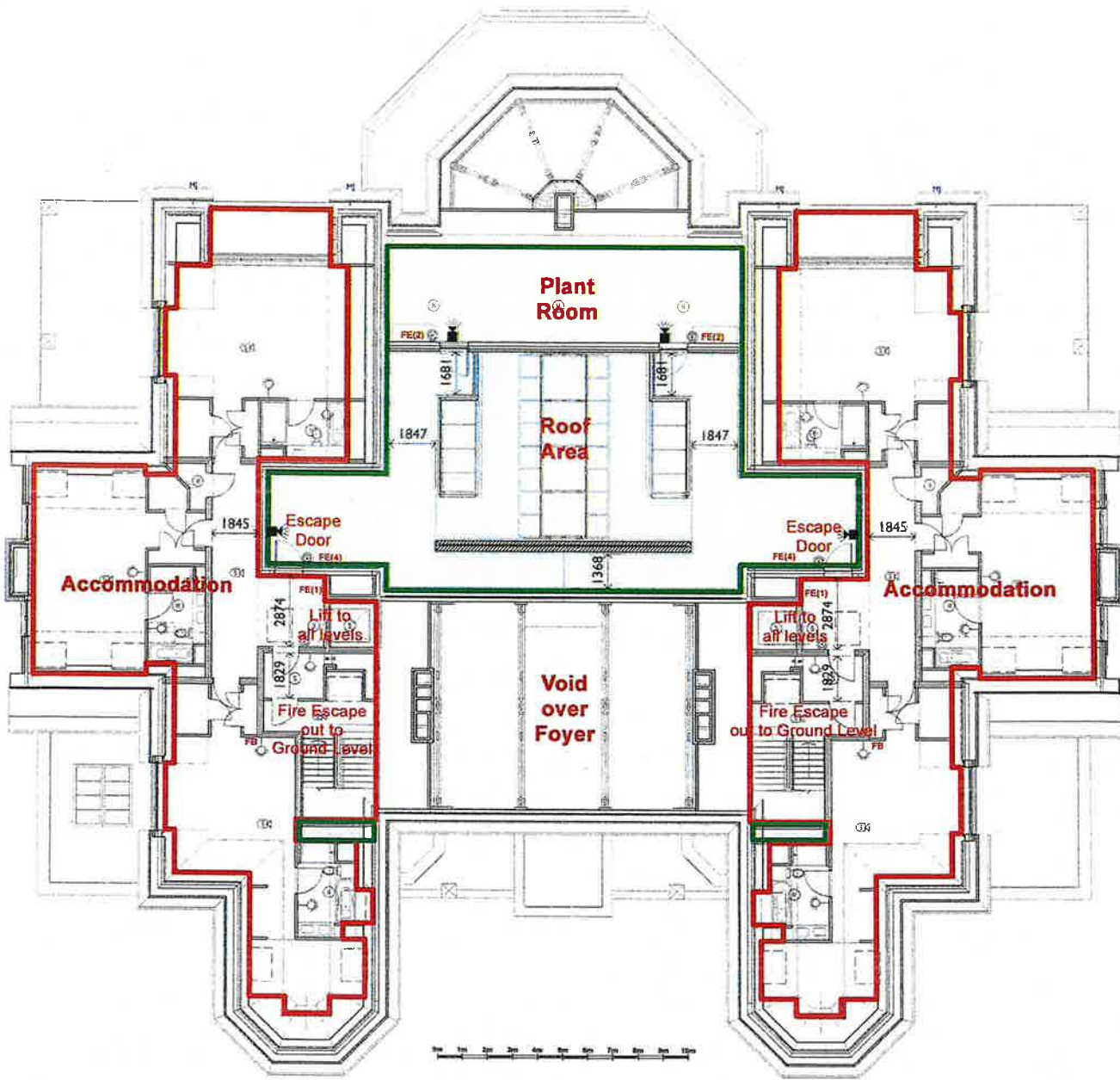
GROUND FLOOR

- EXTENT OF LICENSED PREMISES**
- NO PUBLIC ACCESS**
- TOILET AREAS**

LEGEND

- C BREAK GLASS CALL POINT
 - F A P MAIN FIRE ALARM PANEL
 - X XENON BEACON
 - S SMOKE DETECTOR
 - H HEAT DETECTOR
 - C H D COMBINED HEAT DETECTOR & SOUNDER
 - C S D COMBINED SMOKE DETECTOR & SOUNDER
 - C X B COMBINED SOUNDER & XENON BEACON (WALL MOUNTED)
 - C X S COMBINED SOUNDER & XENON BEACON (WALL MOUNTED) (NEAR ENTRANCE)
 - C X B S COMBINED BELL & XENON BEACON (WALL MOUNTED)
 - V E S D A YESDA PANEL - YESDA LASER SCANNER PLUS c/w LCD DISPLAY
 - X YESDA ASPRATING PIPEWORK AND SAMPLING POINT
 - K 13A FUSED CONNECTION UNIT c/w KEYSWITCH
- FIRE FIGHTING EQUIPMENT**
- FE(1) Fire Extinguisher (6L P50 foam)
 - FE(2) Fire Extinguisher (2kg Co2)
 - FE(3) Fire Extinguisher (6kg powder)
 - FE(4) Fire Extinguisher (6kg P50 powder)
 - FB Fire Blanket














<p>Client: The Renaissance Club For: New Clubhouse & Lodge Drawing: Ground Floor Plan Scale: LICENSING Date: 12/11/11</p>	<p style="text-align: right;">yeomanmcallister</p> <p style="font-size: small;"> DRAWN: J. Smith CHECKED: M. Jones DATE: 12/11/11 PROJECT: Renaissance Club DRAWING: Ground Floor Plan SCALE: LICENSING SHEET: 1 OF 1 </p>
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SECOND FLOOR

- EXTENT OF LICENSED PREMISES**
- NO PUBLIC ACCESS**

LEGEND

-  BREAK GLASS CALL POINT
-  MAIN FIRE ALARM PANEL
-  XENON BEACON
-  SMOKE DETECTOR
-  HEAT DETECTOR
-  COMBINED HEAT DETECTOR & SOUNDER
-  COMBINED SMOKE DETECTOR & SOUNDER
-  COMBINED SOUNDER & XENON BEACON (WALL MOUNTED)
-  COMBINED SOUNDER & XENON BEACON (WALL MOUNTED) (WEATHERPROOF)
-  COMBINED BELL & XENON BEACON (WALL MOUNTED)
-  VESDA PANEL - VESDA LASER SCANNER PLUS c/w LCD DISPLAY
-  VESDA ASPIRATING PIPEWORK AND SAMPLING POINT
-  1.1A FUSED CONNECTION UNIT c/w KEYSWITCH

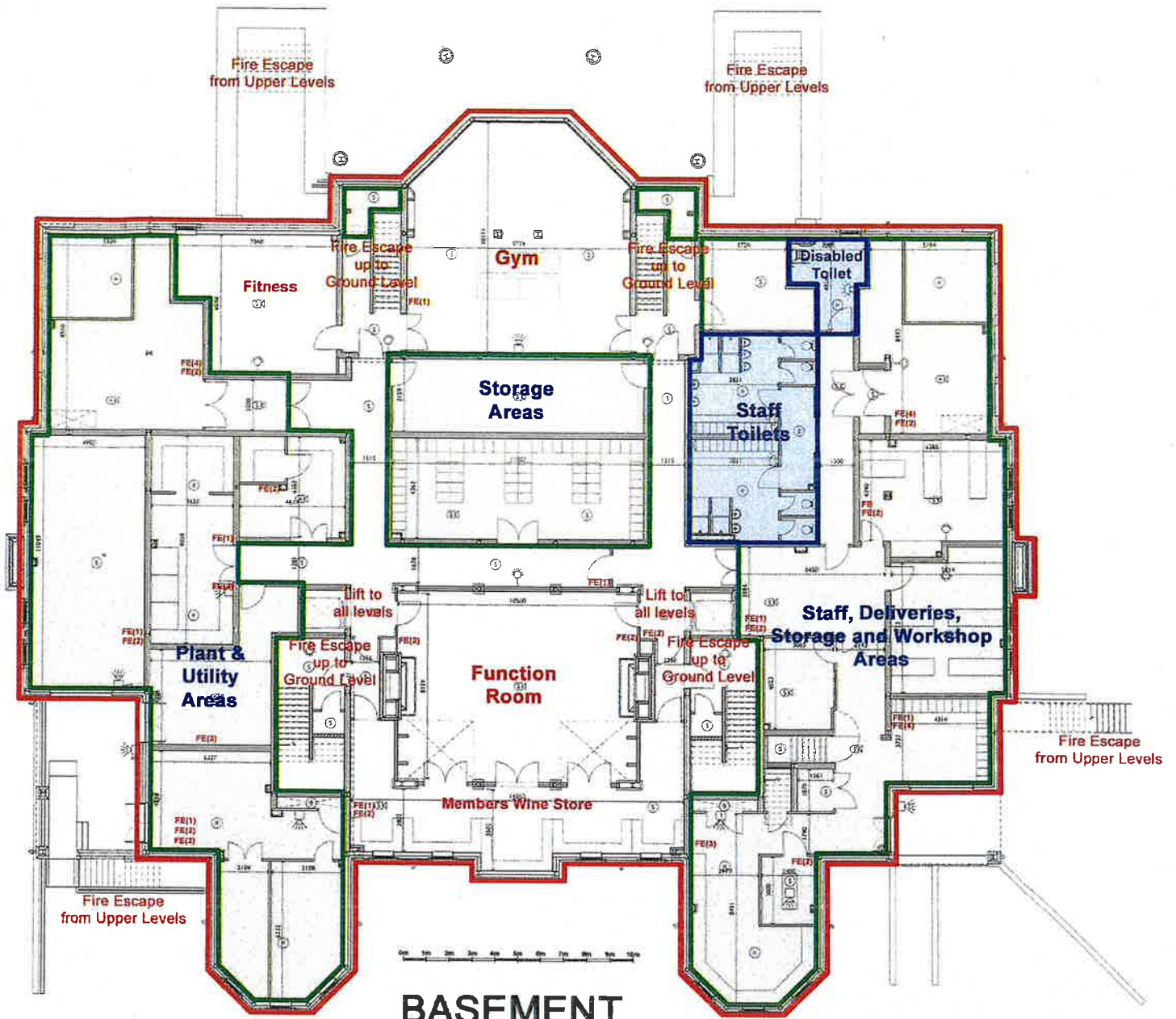
FIRE FIGHTING EQUIPMENT

- FE(1) Fire Extinguisher (6L P50 foam)
- FE(2) Fire Extinguisher (2kg Co2)
- FE(3) Fire Extinguisher (8kg powder)
- FE(4) Fire Extinguisher (8kg P50 powder)
- FB Fire Blanket

REV	DATE	BY	CHKD	DESCRIPTION

CLIENT	The Renaissance Club	100
PROJECT	New Clubhouse & Lodge	100
DRAWING	SECOND FLOOR PLAN	100
TITLE	LICENSING	100
DATE	18/07/2017	100
SCALE	1:100	100
DESIGNER	James M. Calister	100
CHECKED	James M. Calister	100
DATE	18/07/2017	100
PROJECT NO.	100	100
PROJECT NAME	The Renaissance Club	100
PROJECT ADDRESS	100	100
PROJECT CONTACT	100	100

yeomanmcAlister



BASEMENT (mid-level)

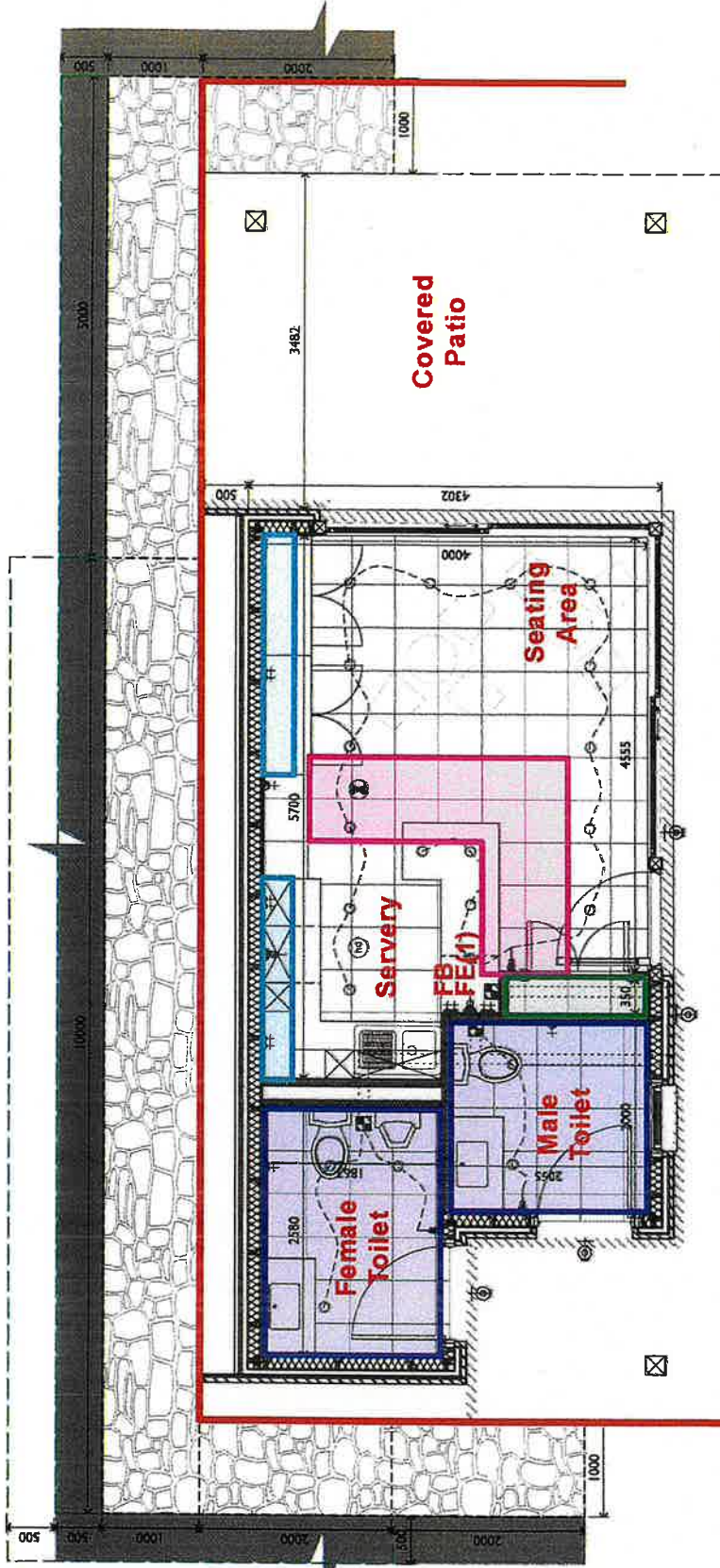
- EXTENT OF LICENSED PREMISES**
- NO PUBLIC ACCESS**
- TOILET AREAS**

LEGEND

- BREAK GLASS CALL POINT
 - MAIN FIRE ALARM PANEL
 - KERION BEACON
 - SMOKE DETECTOR
 - HEAT DETECTOR
 - COMBINED HEAT DETECTOR & SOUNDER
 - COMBINED SMOKE DETECTOR & SOUNDER
 - COMBINED SOUNDER & KERION BEACON (WALL MOUNTED)
 - COMBINED SOUNDER & KERION BEACON (WALL MOUNTED)
(WEATHERPROOF)
 - COMBINED BELL & KERION BEACON (WALL MOUNTED)
 - VESDA PANEL - VESDA LASER SCANNER PLUS c/w LCD DISPLAY
 - VESDA ASPIRATING PREWORK AND SAMPLING POINT
 - 13A FUSED CONNECTION UNIT C/W KEYSWITCH
- FIRE FIGHTING EQUIPMENT**
- FE(1)** Fire Extinguisher (8L P50 foam)
 - FE(2)** Fire Extinguisher (2kg Co2)
 - FE(3)** Fire Extinguisher (5kg powder)
 - FE(4)** Fire Extinguisher (6kg P50 powder)
 - FB** Fire Blanket

NO.	DATE	ISSUED	DESCRIPTION	BY

CLIENT: The Renaissance Club PROJECT: New Clubhouse & Lodge DRAWING: Basement Floor Plan TITLE: LICENSING DRAWN: [Name] CHECKED: [Name] DATE: 20/06/2018	yeomanmcalister CONSULTING ENGINEERS 100th Street, London E16 1JH Tel: 020 8491 8800 Fax: 020 8491 8801 www.yeomanmcalister.com
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Terrace Area ←

Covered Patio

Seating Area

Sarvery

Female Toilet

Male Toilet

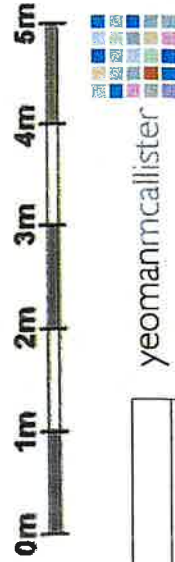
FB

FE(1)

- EXTENT OF LICENSED PREMISES**
- NO PUBLIC ACCESS**
- TOILET AREAS**
- 1.0M APRON TO THE BAR
(NOTE: NO CHILDREN/YOUNG PERSONS
ALLOWED WITHIN THIS ZONE)**
- LOCATION OF AREA TO BE USED FOR
THE DISPLAY OF ALCOHOL**
- FIRE FIGHTING EQUIPMENT**
- FE(1)** (6L P50 foam)
- FB** Fire Blanket

Key (proposed).

●	Light switch.
○	Downlighter, above.
⊕	External wall-mounted light fitting.
ELECTRICAL	
⚡	13Amp double switched socket outlet.
⚡	13Amp single switched socket outlet.
⚡	13Amp double switched socket outlet above worktop level.
⚡	Switched outlet above worktop with unswitched socket below.
HEATING	
—	Radiator.
VENTILATION	
☐	Extractor fan, above.
☐	Wall/window-mounted extractor fan.
FIRE	
☐	Smoke detector, above.
(hd)	Heat detector, above.



yeomanmcallister

EMBERS-
Architectural Studio
14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

LOOKUP-
32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

CLIENT	The Renaissance Golf Club		
JOB	New Golf Club Hut		
DRAWING	Floor Plan		
STATUS	LICENSING		
Drawn	GH	Checked	Approved
DATE	02/04/15	JOB NO	14107 BR 01 (23)001
REV	E	SCALE	1:50
SHEET	001	OF	A3

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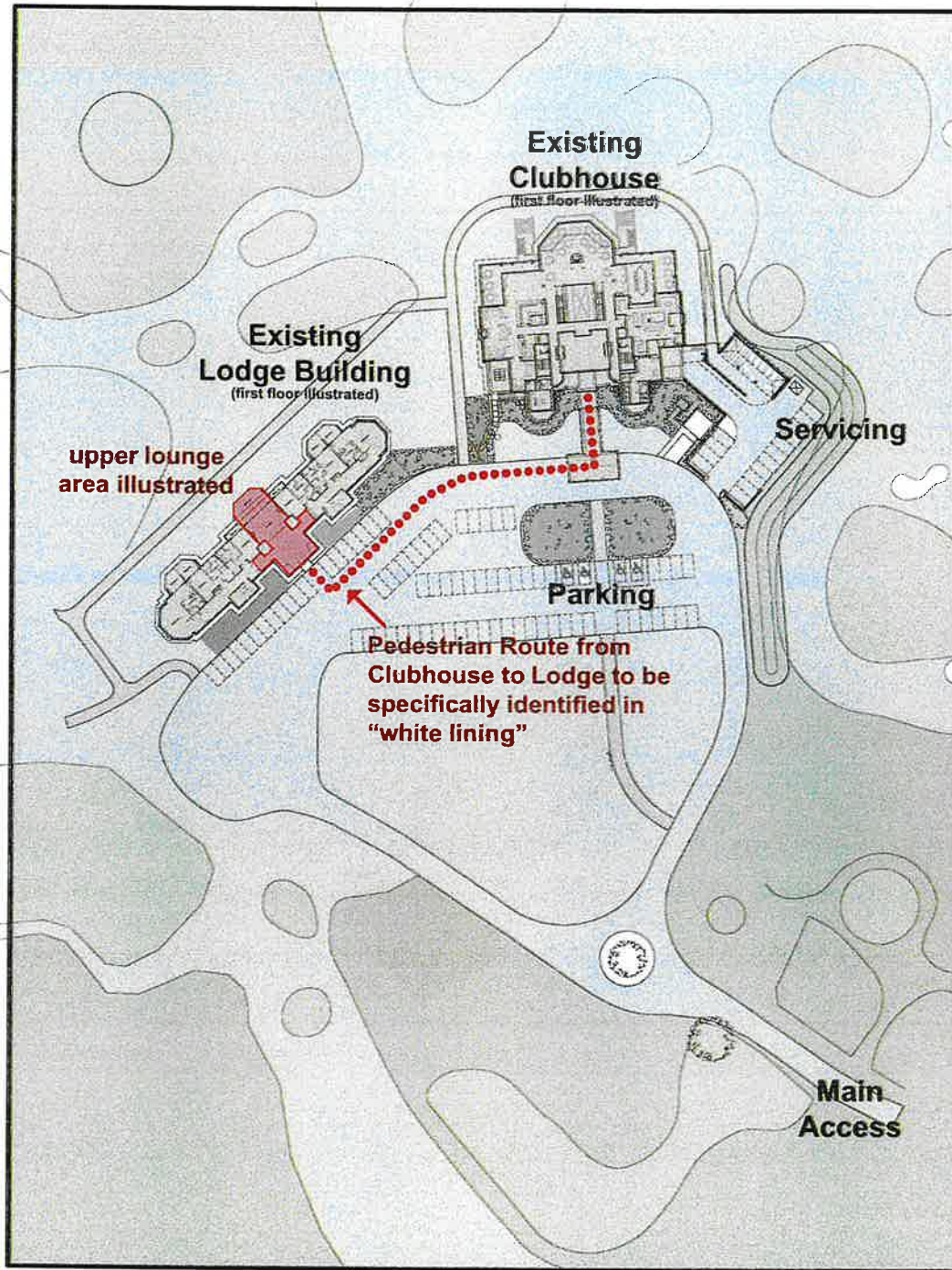


The Renaissance Club, Cowden Drive, Dirleton, East Lothian

Halfway House Location relative to main Clubhouse Complex

Yeoman McAllister Architects - SK011 - October 2025

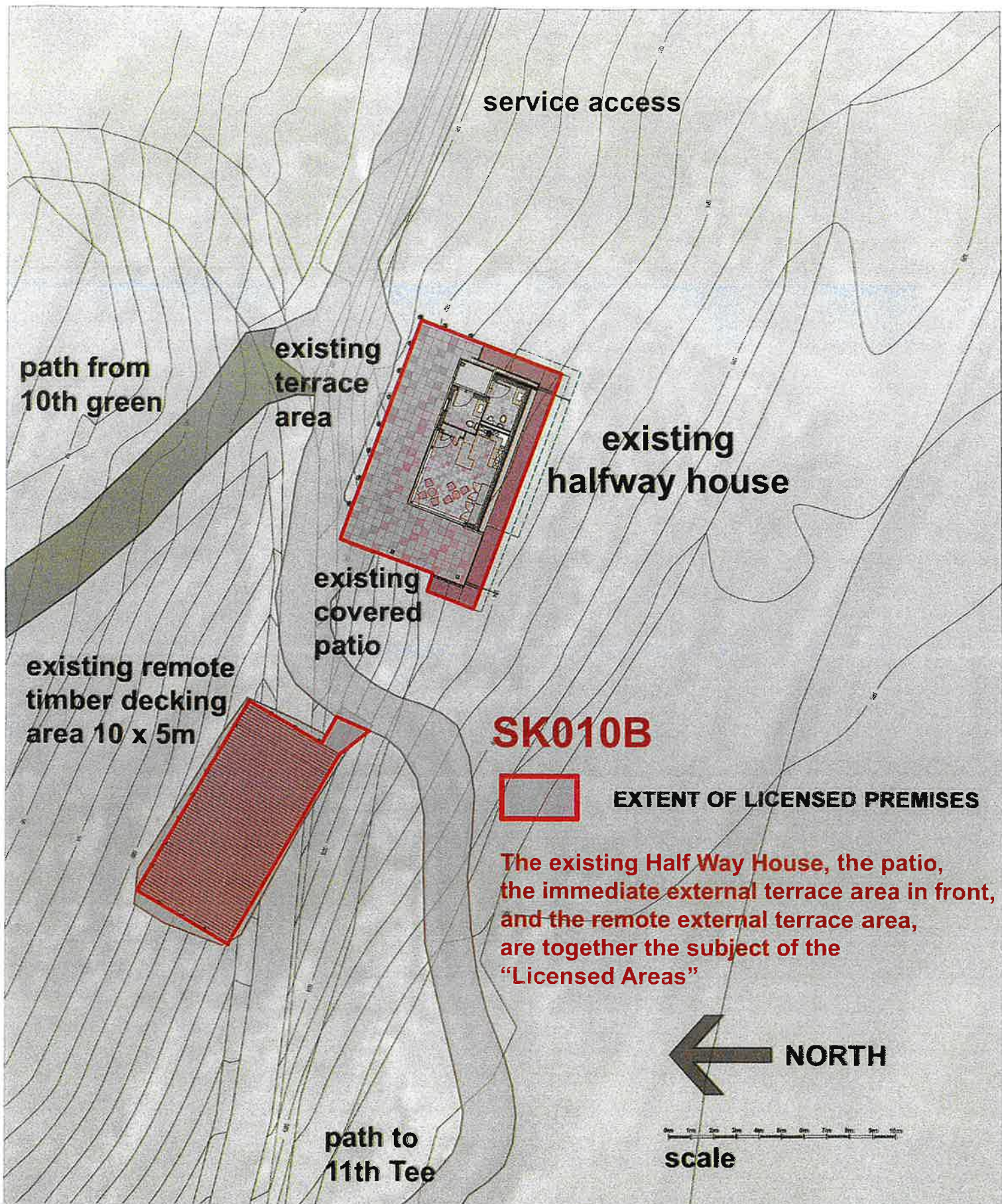




The Renaissance Club, Cowden Drive, Dirleton, East Lothian

Clubhouse Area Plan, illustrating route between Clubhouse & Lodge, and location of Upper Lounge Area (snooker room) within Lodge Building.

Yeoman McAllister Architects - SK012A - December 2025



The Renaissance Club, Cowden Drive, Dirleton, East Lothian

Halfway House Site Plan, illustrating terrace, patio, remote timber decking, and footpath arrangement

Yeoman McAllister Architects - SK010B - December 2025

02/02/2026

Your Ref: 983411

Our Ref: EL319

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
RENAISSANCE GOLF CLUB
THE RENAISSANCE GOLF CLUB, COWDEN HILL DRIVE, ARCHERFIELD,
DIRLETON, EAST LOTHIAN, EH39 5HS.
PLH: THE RENAISSANCE CLUB AT ARCHERFIELD LLP (SO300590)**

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 the following:

- To commence on-sales from 0900 hours permanently
- To take advantage of seasonal or any other extensions granted for special events by the East Lothian Licensing Board
- To include the showing of films within and out-with core operating hours
- To include accommodation, receptions, meetings, recorded music, live performances and dance facilities within and out-with core operating hours
- To open from 0600 hours to serve breakfast, host weddings, conferences etc. **Alcohol will not be sold prior to 0900 hours.**
- To update capacity breakdown, overall capacity will remain the same

In terms of Section 29(5) this request 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 –

OFFICIAL

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.

Police have met with the applicant and they have explained that the premises is a private members club with no access to the public at all, unless as the guest of a member. Footfall is generally low, with approximately 60 members/ guests attending the club on a typical day during the high season. The biggest event the club currently hosts is their gala dinner with an attendance of approximately 120.

Footfall is significantly lower in the off season.

The main area in which alcohol would be served from 0900 – 1100 has a capacity of 60. This variation has been sought due to a small number of members looking to have an alcoholic drink with breakfast. The applicant is open to a condition being imposed that alcohol can only be purchased alongside food during this time.

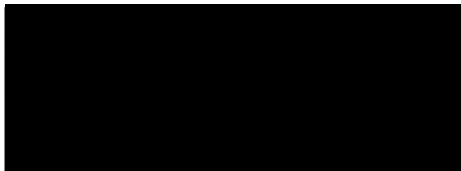
The premises licence extends to the half-way house, this will be staffed during the hours of 0900 to 1100.

The premises are in good order.

CCTV covers all areas in which alcohol can be bought and consumed on the premises.

I have no adverse comment to make regarding the variations 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: 10th February 2026

Subject: LICENSING (SCOTLAND) ACT 2005

PREMISES LICENCE MAJOR VARIATION

EL319, RENAISSANCE NEW GOLF CLUB, COWDEN HILL DRIVE, DIRELTON, EH39 5HS

I can confirm that the application has been discussed with the applicant's solicitor, Niall Hassard, and the premises manager Robin Stewart. The site notice was correctly displayed.

The changes applied for are:

- To amend the commencement time to 9am daily
- To alter the seasonal variations to take advantage of festive or event specific hours
- To add films within and outwith core hours
- To add accommodation, receptions, club or other group meetings, recorded music, live performances and dance facilities outwith core hours
- To amend the wording in Q5 in relation to activities outwith core hours
- To amend the wording in Q5(f) to - The premises hosts a number of golf competitions and charity events throughout the year. These may commence prior to core hours, but not usually before 6am. Weddings, conferences, events, functions and celebrations may all take place. There may be non-alcoholic beverages served but no alcohol out with core hours. The halfway house will operate as an extension of the club house and will be available to golfers and their guests. There is also a private members lounge adjacent to the clubhouse for the use of members and their guests.
- To amend the capacity breakdown
- To amend the layout plans so they are accurate and included the entirety of the proposed licensed area by adding the existing lodge and halfway house.
- To amend the name of the premises to "Renaissance Golf Club"
- To amend the description to "Golf Club"

This variation has been brought forward following a compliance check where inconsistencies between operations and the premises licence were identified.

I have discussed the change in on-sales hours to commence at 9am with the premises manager Mr Stewart. The change has been requested to facilitate a demand for alcohol with a breakfast service due to the location, character of the premises and the members and guests it attracts.

Previously when considering an application for on sales hours prior to 11am the board have considered and added the following conditions, and I would recommend these conditions are applied:

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.

The variation application contains the addition of a halfway house on the course between the 10th and 11th holes. I have been provided with an alcohol management plan for the operation of this facility however, the proposed operations in my opinion do not comply with several mandatory conditions of the premises licence and do not protect the licensing objectives.

The alcohol management plan details that the halfway house will not be staffed at various times. It will be unstaffed during the winter period and evenings in the summer. The only period it will be staffed is during the summer season 1st May – 30th September between 0930-1600 hours.

Access to the halfway house when it is unstaffed will be gained using an entry code given to members and those playing the course. Members will be able to access a range of cans of alcohol including lager Guinness, cider and premixed drinks. An honesty system will operate for the member to record what they have taken to be charged to their account. There is CCTV, however, it's not monitored remotely on a continuous basis. It is proposed that CCTV will be used as tool to reconcile stock checks in case of any incidents of theft.

A small, limited supply of alcohol is to be left in the premises overnight. Spirits, wine etc will only be available when the halfway house is staffed and will not be left overnight but taken with the staff member to and from the halfway house.

My first concerns are in relation to mandatory premises licence conditions 5 (authorisation of sales) and 9A (age verification).

Taking conditions 5 - All sales of alcohol made on the premises must be authorised (whether generally or specifically) by—

- (a) the premises manager, or
- (b) another person who holds a personal licence.

This is normally adhered to by authorising a trained member of staff who will assess each sale. If the halfway house is unstaffed this authorisation by a responsible person does not appear to be taking place. Members and guests will be able to authorise their own sales. In the absence of a staff member there can't be any intervention to refuse a sale, for example if a person is intoxicated or under 18.

Condition 9A states –

- (1) There must be an age verification policy in relation to the sale of alcohol on the premises.
- (2) An "age verification policy" is a policy that steps are to be taken to establish the age of a person attempting to buy alcohol on the premises ("the customer") if it appears to the person selling the alcohol that the customer may be less than 25 years of age (or such older age as may be specified in the policy).

If there is no member of staff, I cannot see how a challenge 25 policy can be implemented. The condition states there must be a policy where steps are taken to establish any person who looks under the age of 25 is asked to produce ID and only ID permitted by the Act can be accepted. I have spoken with Mr Hassard, and he has detailed that there is only a small number of members who are under 18 but this does not include guests. With the proposed operations should a person under 25 access the halfway house there is nothing to stop them accessing alcohol without a check being completed at that time.

Giving a code to access the facility allows for that code to be passed on to others by members and guests, even if changed on a regular basis. In addition, there is a risk that the door is left open by members or members hold open the door for others in the passing etc. This presents a risk that a person under 18 could access the alcohol, amounting to criminal offences. The CCTV in the halfway house appears to be a reactive tool rather than a means of intervening. It can only be utilised after the event.

Another risk is a proxy purchase by an adult for a young person or child. Whilst there are no means to ever fully deal with proxy sales, if there are no staff to monitor patrons, the risk that an adult could buy alcohol and pass it on to a person under 18 is increased.

In addition, without any staff there doesn't seem to be a way of assessing intoxication or complete a refusal. I understand that it is unlikely that there will be intoxication however the proposed operation still presents a risk of this happening.

The proposed times that alcohol will be accessible are unclear and have not been detailed in the halfway house alcohol management plan. There is no information about how off-sales will be managed to make sure they only happen between 10am-10pm. In addition, if the facility is unstaffed alcohol could be accessible and sold as an off sale at 10am, however, should the board apply the suggested conditions above, alcohol cannot be drunk on the premises until 11am. Without a staff member present this difference in sales cannot be regulated.

To avoid supply/sale of alcohol from the halfway house whilst unstaffed I have proposed to the applicant that the pro shop within the main clubhouse could be used for off-sales of alcohol prior to setting out on the course. There is a fridge at the rear of the club house and members could purchase alcohol as an off sale and take it with them to be consumed at the halfway house. Challenge 25 and authorisation could then take place by a trained staff member, and should the circumstances arise they are able to refuse a sale. Alternatively, the halfway house could be manned on a demand basis dictated by course bookings and player timings.

The halfway house building has a full glass front it is easy to see inside, and see alcohol stored in the glass fronted fridge. It would be more appropriate for all alcohol to be out of sight within the building.

In my opinion the proposed unstaffed operation of the halfway house does not uphold the licensing objectives in particular protecting children and young people from harm and preventing crime and disorder.

This is a supply of alcohol that is available to numerous members, guests and potentially others should the code be given out (even if mitigated by changing that code). To protect the licensing objectives and be compliant with the premises licence conditions I believe it needs to be regulated by a staff member at all times when alcohol is available.

Therefore, I recommend the Board considers and applies the following additional condition should the variation be granted:

3) Alcohol is only to be sold at the halfway house by a personal licence holder, or an authorised and trained member of staff who are present in the building.

I have received no complaints about the premises and support all the other proposed changes on the variation application.

Licensing Standards Officer