

Club Premises Certificate

Eligibility criteria

Clubs must be qualifying clubs. A qualifying club has general conditions it must satisfy. These are:

- a person may not be given memberships or as a candidate for membership to any membership privileges without an interval of at least two days from their membership application or nomination and their membership being granted
- that club rules state that those becoming member without nomination or application cannot have membership privileges for at least two days between them becoming members and being admitted to the club
- that the club is established and conducted in good faith
- that the club has at least 25 members
- that alcohol is only supplied to members on the premises on behalf or by the club

Additional conditions in relation to the supply of alcohol must be complied with. These conditions are:

- that alcohol purchased for and supplied by the club is done by members of club who are over 18 years of age and are elected to do so by the members
- that no person at the expense of the club receives any commission, percentage or other similar payment in regard to the purchase of alcohol by the club
- that there are no arrangements for anyone to receive a financial benefit from supplying alcohol, apart from any benefit to the club or to any person indirectly from the supply giving a gain from running the club

Registered industrial and provident societies and friendly societies will qualify if the alcohol purchased for and supplied by the club is done under the control of the members or a committee of members.

Relevant miners' welfare institutes can also be considered. A relevant institute is one that is managed by a committee or board that consists of at least two thirds of people appointed or elevated by one or more licensed operators under the Coal Industry Act 1994 and by one or more organisations who represent coal mine employees. The institute can be managed by the committee or board where the board cannot be made up as detailed above but is made up of at least two thirds of members who were employed or are employed in or around coal mines and also by people who were appointed by the Coal Industry Welfare Organisation or by a body who had similar functions under the Miners' Welfare Act 1952. In any case the premises of the institute must be held on a trust as required under the Recreational Charities Act 1958.

<p>Relevant legislation</p>	<p>The Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005</p> <p>Link to Licensing Act Regulations on OPSI website</p>
<p>Application Evaluation Process</p>	<p>A club can apply for a club premises certificate for any premises which are occupied and used regularly for club purposes.</p> <p>Applications should be made to the licensing authority in which the premises are situated.</p> <p>Applications should be submitted with a plan of the premises which must be in a specific format, a copy of the rules of the club and a club operating schedule.</p> <p>A club operating schedule includes information on:</p> <ul style="list-style-type: none"> • the activities of the club • the times the activities are to take place • other opening times • if alcohol supplies are for consumption on or off the premises or both • the steps that the club propose to take to promote the licensing objectives • any other information that is required <p>If there any alterations to the rules or name of the club before an application is determined or after a certificate is issued, the club secretary must give details to Blackpool Council. If a certificate is in place this must be sent to the Council with the notification.</p> <p>If a certificate is in place and the registered address of the club changes the club must give notice to Blackpool Council of the change and provide the certificate with the notice.</p> <p>A club may apply to vary a certificate. The certificate should accompany the application.</p> <p>Blackpool Council may inspect the premises before an application is considered.</p> <p>Fees payable for any type of application relating to a club premises certificate are detailed in Appendix A below.</p>
<p>Will Tacit Consent Apply?</p>	<p>Yes. This means that you will be able to act as though your application is granted if you have not heard from the local authority by the end of the target completion period.</p>
<p>Failed Application Redress</p>	<p>Please contact Blackpool Council's Licensing Service in the first instance.</p> <p>A failed applicant will receive notice of the refusal of an application for a certificate or variation of a certificate from the Licensing Service.</p> <p>If an application is rejected, the applicant may appeal the decision.</p>

	<p>Appeals must be made to the local Magistrates' court within 21 days of the decision appealed.</p>
<p>Licence Holder Redress</p>	<p>Please contact Blackpool Council's Licensing Service in the first instance.</p> <p>If the Licensing Authority refuses an application for a variation the licence holder may appeal the decision. A licence holder can appeal against a decision to put conditions on a certificate or to exclude any club activity. Appeals may also be made against the variation of any condition.</p> <p>Appeals against the decision of a review can be made.</p> <p>A club may appeal against the withdrawing of a certificate.</p> <p>Appeals must be made to the local Magistrates' court within 21 days of the decision.</p>
<p>Consumer Complaint</p>	<p>We would always advise that in the event of a complaint the first contact is made with the trader by you - preferably in the form of a letter (with proof of delivery). If that has not worked, if you are located in the UK, Consumer Direct will give you advice www.consumerdirect.gov.uk From outside the UK contact the UK European Consumer Centre www.ukecc.net</p> <p>An interested party or responsible authority may apply to the licensing authority to review the premises licence. A hearing will be held by the licensing authority.</p> <p>Appeals are made to a Magistrates' court within 21 days of notice of the decision.</p>
<p>Other Redress</p>	<p>Any responsible authority or interested party may make representations to the Licensing Authority before the certificate is granted or before amendments to a certificate are granted. If representations are made a hearing will be held to consider the application and the representations. The Licensing Authority will notify all parties of the decision.</p> <p>An interested party is:</p> <ul style="list-style-type: none"> • a person living near the premises or a body representing such a person • a person involved in a business near the premises or a body representing such a person <p>A responsible authority or interested party may request a review of the club premises certificate. The Licensing Authority will give reasons for their response to the application in a notice.</p> <p>A responsible authority or interested party may appeal if they argue that a certificate should not have been granted or that different or additional conditions or limitations on activities should have been made. They may also appeal against any variation of a condition or the decision of a review.</p> <p>A form and guidance regarding making representations and applying for a review of a club premises certificate is located in the 'Forms' section of this website.</p>

Appendix A – Fees

1. Fees for new applications, variation applications and annual fees (based on rateable value):

Non Domestic Rateable Value (£)	Application Fee (£) (New and Variation)	Annual Renewal Fee (£)
0 - 4300	100	70
4301 – 33000	190	180
33001 – 87000	315	295
87001 – 125000	450	320
125001 and over	635	350

2. Fee for Minor Variation: **£89**
3. Notification of change of name or alteration of club rules: **£10.50**