

Premises Licences

Eligibility criteria

Any of the following may apply for a premises licence:

- anyone who uses or carries on a business in the premises to which the application relates
- a recognised club
- a charity
- a health service body
- a person who is registered under the Care Standards Act 2000 in relation to an independent hospital
- a chief police officer of a force in England and Wales
- anyone discharging a statutory or function under Her Majesty's prerogative
- a person from an educational institute
- any other permitted person

Applicants must not be under 18 years of age.

Relevant Legislation

The Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005

[Link to Licensing Act Regulations on OPSI website](#)

Application Evaluation Process

Applications must be sent to the licensing authority for the area where the premises are located.

New applications should be submitted with a plan of the premises, an operating schedule and a form of consent from the premises supervisor (for applications where the sale of alcohol will be a licensable activity).

An operating schedule will include details of:

- the licensable activities
- the times when the activities will take place
- any other times when the premises will be open to the public
- in the case of applicants who wish to have a limited licence, the period the licence is required for
- information in respect of the premises supervisor
- whether any alcohol that is to be sold is for consumption on or off the premises or both
- the steps proposed to be taken to promote the licensing objectives
- any other required information

Applications for new licences or variations of existing licences may be required to advertise their application (a booklet detailing advertising requirements is available in the 'publications' section).

	<p>Fees payable for any type of application relating to a club premises certificate are detailed in Appendix A below.</p> <p>The licensing authority must determine the application, which can be subject to conditions. A hearing must be held if any representations are made in respect of the application. If a hearing is held the licence can be granted or granted subject to additional conditions, licensable activities listed in the application can be excluded or the application can be rejected.</p> <p>The licensing authority will serve a notice of its decision on the applicant and any person who has made relevant representations (i.e. representations that were not deemed frivolous or vexatious).</p>
Will Tacit Consent Apply?	<p>Yes. This means that you will be able to act as though your application is granted if you have not heard from us by the end of the target completion period.</p>
Failed Application Redress	<p>Please contact your Local Authority in the first instance.</p> <p>If an application for a licence is refused the failed applicant can appeal.</p> <p>Appeals are made to a Magistrates' court within 21 days of notice of the decision.</p>
Licence Holder Redress	<p>Please contact Blackpool Council's Licensing Service in the first instance.</p> <p>If the Licensing Authority refuses an application the licence holder may appeal the decision. A licence holder can appeal against a decision to put conditions on a licence or to exclude any licensable 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 licence holder may appeal against the revocation of a licence.</p> <p>Appeals must be made to the local Magistrates' court within 21 days of the decision.</p>
Consumer Complaint	<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 a new licence is granted or before a variation to a licence is 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 premises licence. 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 licence 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 premises licence is located in the 'Forms' section of this website.</p>
<p>Additional Guidance Notes</p>	<ol style="list-style-type: none"> 1. Please give timings in 24 hour format and only give details for the days of the week when you intend the premises to be used for licensable activity. 2. Please include any seasonal or non-standard timings, for example where you wish activities to go on for longer during the summer months or on a particular day, e.g. Christmas Eve. 3. You should indicate whether the activities applied for will take place indoors or outdoors, or in the case of alcohol, supply for consumption on or off the premises. 4. Please give information about anything intended to occur at the premises or ancillary to the use of the premises that may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi nudity, films of restricted age groups, the presence of gaming machines.

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. Application for Provisional Statement **£315**
4. Application to vary the DPS or remove the requirement for a DPS **£23**
5. Application to transfer a premises licence **£23**
6. Notification of interest in a Premises Licence **£21**
7. Interim Authority Notice **£23**
8. Notification of change of name or address of licence holder **£10.50**