

Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. 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 in black ink. Use additional sheets if necessary.

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

I/We Burnley Padel Club Limited

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Name of Premises: Burnley Padel Club			
Address: Unit 1, Widow Hill Road			
Post town	Burnley	Postcode	BB10 2TJ

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£

Part 2 - Applicant details

Please state whether you are applying for a premises licence as appropriate **Please tick as appropriate**

a)	an individual or individuals *		please complete section (A)
b)	a person other than an individual *		
	i as a limited company/limited liability partnership	☒	please complete section (B)
	ii as a partnership (other than limited liability)		please complete section (B)
	iii as an unincorporated association or		please complete section (B)
	iv other (for example a statutory corporation)		please complete section (B)

c)	a recognised club		please complete section (B)
d)	a charity		please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or ☒
- I am making the application pursuant to a
- statutory function or ☒
- a function discharged by virtue of Her Majesty's prerogative

(A) individual applicants (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)					

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Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name Burnley Padel Club Limited
Address

Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.) Private limited company
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)
Padel sports club based in commercial unit on Heasandford Industrial Estate, Widow Hill Road, Burnley.
Facilities include padel courts, bathroom facilities, office, storage areas and a bar/refreshment area selling hot/cold drinks and food.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
a) plays (if ticking yes, fill in box A)	
b) films (if ticking yes, fill in box B)	
c) indoor sporting events (if ticking yes, fill in box C)	✓
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	

e)	live music (if ticking yes, fill in box E)	
f)	recorded music (if ticking yes, fill in box F)	✓
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	

<u>Provision of late night refreshment</u> (if ticking yes, fill in box I)	✓
<u>Supply of alcohol</u> (if ticking yes, fill in box J)	✓

In all cases complete boxes K, L and M

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4) Padel sports tournament for corporate and charitable events
Day	Start	Finish	
Mon	06:00	00:00	State any seasonal variations for indoor sporting events (please read guidance note 5)
Tue	06:00	00:00	
Wed	06:00	00:00	
Thur	06:00	00:00	Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri	06:00	00:00	
Sat	06:00	00:00	
Sun	06:00	00:00	

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors ☒
				Outdoors ☐
				Both ☐
Day	Start	Finish		
Mon	06:00	00:00	Please give further details here (please read guidance note 4) Amplified music via speakers	
Tue	06:00	00:00		
Wed	06:00	00:00	State any seasonal variations for the playing of recorded music (please read guidance note 5)	
Thur	06:00	00:00		
Fri	06:00	00:00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)	
Sat	06:00	00:00		
Sun	06:00	00:00		

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	☒
				Outdoors	☐
				Both	☐
Day	Start	Finish			
Mon	23:00	00:00	<u>Please give further details here</u> (please read guidance note 4) Sale of hot/cold food and drink		
Tue	23:00	00:00			
Wed	23:00	00:00	<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur	23:00	00:00			
Fri	23:00	00:00	<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	23:00	00:00			
Sun	23:00	00:00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
				Off the premises	
				Both	☒
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	09:00	00:00			
Tue	09:00	00:00			
Wed	09:00	00:00			
Thur	09:00	00:00	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
Fri	09:00	00:00			
Sat	09:00	00:00			
Sun	09:00	00:00			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	
Date of birth	
Address	

Personal licence number (if known) TBC - HAS APPLIED
Issuing licensing authority (if known) Burnley Council

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

Not applicable

L

Hours premises are open to the public
Standard days and timings (please read guidance note 7)

Day	Start	Finish
Mon	06:00	00:30
Tue	06:00	00:30
Wed	06:00	00:30
Thur	06:00	00:30
Fri	06:00	00:30
Sat	06:00	00:30
Sun	06:00	00:30

State any seasonal variations (please read guidance note 5)

Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

As per below

b) The Prevention of Crime and Disorder

1. A colour CCTV system will be installed in the premises and will display on any recording, the date and time of the recording.
2. The system will be operated during all permitted hours.
3. The CCTV cameras shall be sufficient in number to view any area where licensable activities take place and any exit / entry and the area immediately outside the main entrance.
4. Signs will be displayed in the premises to indicate that CCTV is in use and when dealing with incidents or unruly behaviour, staff shall indicate that CCTV is recording the incident.
5. The system is kept in a working order, is checked regularly and any faults are rectified promptly.
6. Images and recordings will be kept for a minimum of 28 days and made available to Police and Authorised Officers of Burnley Council.
7. Images / recordings provided to the above officers within 48 hours on a USB memory disk or DVD or any other recognised format along with necessary software supplied by the Licence holder and staff will be trained on the use of the system.
8. 'Challenge 25' policy in place at the premises with posters displayed on the entrance doors and behind the bar as well as around the premises.
9. Acceptable ID will be valid passport, DVLA driving licence, 'Prove it' / Citizens Card.
10. Staff trained prior to beginning employment and every 12 months in relation to underage sales which will be fully documented and training logs made available to the Police and Authorised Officers of Burnley Borough Council.
11. All staff engaged in the sale of alcohol to complete the on-line 'Lancashire County Council - Challenge 25' awareness training whilst available on-line or any other training.
12. This should be done on a 12 monthly rolling basis and initially within 4 weeks of employment paid or otherwise at the premises.
13. Link to Training resource - <https://www.lancashire.gov.uk/lancon/check-25/>
14. Training records shall be kept on the premises for a period of 12 months and produced to the Police or an 'Authorised Person' (as defined by section 13 of the Licensing Act 2003) or Authorised Trading Standards personnel of the Local Authority / Council on

demand.

15. The Premises Licence holder / Designated Premises Supervisor (DPS) will be responsible for the storage and production of such training records.
16. No irresponsible drinks promotions at any time.
17. For large events, the Premises Licence holders / DPS / venue management will notify via email at least 7 (seven) days before the event, details of the event. The authorities to notify will be the Police and Burnley Borough Council (Licensing and Environmental Health)
18. SIA registered Door Supervisors to be used for large events and the numbers / times required to be in consultation with Lancashire Police and Burnley Borough Council Licensing Officer.
19. Door Supervisors to sign in a proper bound book to include their full name, badge numbers, expiry dates, start times of shift and finish times.
20. The door staff to also have an incident book to complete to record any incidents such as fights, refusals, ejections from premises and any other incidents.
21. The above signing in and incident books to be kept for a minimum of six months and kept in safe storage by the Premises Licence holders / management at the premises.
22. To comply with any reasonable request of the Police / Burnley Borough Council Licensing / Environmental Health during any large events or any other event happening within the premises or within the town.

c) Public Safety

23. Firefighting equipment, First Aid kit and Defibrillator available for use by staff and kept up to date with regular servicing and a member of staff trained in their use always on duty.

d) The Prevention of Public Nuisance

24. Notices displayed throughout the premises requesting customers to leave the premises quietly and not to cause nuisance when leaving.
25. Traffic cones to be put out outside the premises during events when more than 100 people in attendance to prevent vehicles parking outside and causing a nuisance and danger to other road users and pedestrians.

e) The Protection of Children from Harm

26. No children under the age of 18 years will be allowed onto the premises where alcohol is served unless accompanied by an appropriate parent / adult. Appropriate meaning, they must not have been drinking alcohol and always stay with the child / children.

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Checklist:

Please tick to indicate agreement

	I have made or enclosed payment of the fee.	✓
	I have enclosed the plan of the premises.	✓
	I have sent copies of this application and the plan to responsible authorities and others where applicable.	✓
	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	✓
	I understand that I must now advertise my application.	✓
	I understand that if I do not comply with the above requirements my application will be rejected. [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	✓

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Declaration	[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in
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	the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	
Date	25/8/26
Capacity	

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Notes for Guidance