

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

(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 The Northumbrian Artisan Pizza Company (NAPCO) Budle Bay Bothies, Budle Bay Croft, The Water Mill, Waren Mill, Belford, Northumberland NE70 7EE.			
Post town	Belford	Postcode	NE70 7EE

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

Please tick as appropriate

a)	an individual or individuals *	Y	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)					

Second individual applicant (if 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)					

(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
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)

Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
2	6	032024

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)

The premises consists of an area within a privately owned field with access from the England Coast Path which is also owned privately by the same owners as the field, the business owner's parents. Within the premises red line is a pizza shack were alcohol will be sold from. This is biosecure and locked. Also within the red line is a prep kitchen and store, contained within a steel container which is locked. The premises is located on very rural private land, adjacent to a camping and caravan site, Budle Bay Campsite.

The Northumbrian Artisan Pizza Company is registered as a food business, with the Food Hygiene and Safety rated as 5 in the pizzas shack, the prep kitchen and a business owned mobile pizza trailer, with 4 being the highest level possible.

The area immediately around the shack consists of gravel, soil, grass, and sleepers, with a mix of natural trees and herbs and vegetables planters with outdoor furniture and temporary shelter occasionally outside of the shack for customer protection against the worst of the elements. No one goes into the shack other than staff. There are no customer toilets or indoor seating/ standing. It is a takeaway service whereby customers can sit and wait for their order. On nicer dry days some stay to eat their pizzas and we dispose of their rubbish sustainably. The primary purpose of NAPCO is to make and sell top quality pizzas made from the best of local produce.

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

NA

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)	Yes

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

B

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

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			
Fri			<u>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</u> (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
Thur					
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

E

Live music Standard days and timings (please read guidance note 7)			<u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the performance of live music</u> (please read guidance note 5)		
Thur					
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) It is not intended to play loud music, just quiet ambient music when we are open. Based on our first year trading experience, we do not open long hours all season round, typically from 11-9pm inclusive at high season (summer school holidays) 5-7 days a week down to 3-8pm 2 days a week off season.		
Mon					
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5)		
Thur					
Fri			<u>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</u> (please read guidance note 6)		
Sat					
Sun					

G

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

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Mon				Outdoors	
				Both	
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

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	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri					
Sat			<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)		
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 8)	On the premises	
				Off the premises	
				Both	Y
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 5) We have put the maximum hours but we are unlikely to ever need this as we are only open longer hours and most days during the school holidays in summer. We will not open past 9pm typically in high season, less in mid and low season, and we would open later in mid and low season as there is seasonal demand variation.		
Mon	10.00	22.00			
Tue	10.00	22.00			
Wed	10.00	22.00			
Thur	10.00	22.00			
Fri	10.00	22.00			
Sat	10.00	22.00			
Sun	10.00	22.00	<u>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</u> (please read guidance note 6)		

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	
Postcode	
Personal licence number (if known) To follow once exam passed	
Issuing licensing authority (if known) Northumberland County 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).

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) This is a very seasonal business that only opened last year. Off season, the aim is to try to remain open year round but probably only 2-3 short evenings a week. Early and mid-seasons during non-school holidays the business aims to try to open 3-4 days a week from around 14.00-20.00pm, up to 7 days in summer school holidays from 10.00-22.00 maximum, with set up and close down around this for staff only.
Day	Start	Finish	
Mon	10.00	22.00	
Tue	10.00	22.00	
Wed	10.00	22.00	
Thur	10.00	22.00	
Fri	10.00	22.00	
Sat	10.00	22.00	
Sun	10.00	22.00	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 10)

b) The prevention of crime and disorder

Only small quantities of alcohol will be sold.

Alcohol sale is a peripheral element to the core business of selling pizzas and related products. The pizzas are hand made from scratch, incorporating the best local produce to promote producers of the great food in Northumberland.

Alcohol sales will comply with the law and of course be to adults only, with proof of age required they look under 25.

All alcohol will be locked away out of service.

CCTV will be installed and visible.

Anyone appearing to be visibly intoxicated will be refused alcohol.

Records of refused sales will be kept.

Glass will be recycled. Customers will be encouraged to recycle. Breakages will be cleared immediately and litter will be picked up within 20m of the shack.

There will always be at least 2 trained adults working in the shack during opening hours which are typically between 12 and 9 during the summer school holidays, and much less outside of these hours.

Staff will be aware of, and comply with any relevant licence conditions and the 4 licensing objectives. Training will be provided and documented.

The area will be maintained in a professional manner to secure public safety, prevent crime and disorder, prevent public nuisance, and protect and improve public health.

c) Public safety

The business is registered as a food business and has been allocated a 5 rating for food hygiene and safety in 2023. This was for the pizza shack, the prep kitchen, and the mobile trailer (no alcohol will be sold from the prep kitchen or mobile trailer).

Full HACCP records are maintained and core staff are trained and certified to at least to HACCP Level 2 Food Hygiene and Safety for Catering and Retail.

The supervisor has completed the health and safety training for employees and the owner is finishing the online training this week

The owner and supervisor have undertaken the BIIAB Level 2 Award Personal Licence Holders course and examination.

The owner is midway on a Level 3 Professional Chef course and has spent winter working part time as an intern at a Michelin Star and Green Star restaurant in Northumberland called Pine.

There is fire extinguishing equipment in the shack and a first aid box.

Staff will be trained and all training documented.

Breakages will be cleared immediately and litter will be picked up within 20m of the shack.

The area will be maintained in a professional manner to secure public safety, prevent crime and disorder, prevent public nuisance, and protect and improve public health

d) The prevention of public nuisance

The shack is an outdoor temporary structure located within the redline premises boundary, on private land in a field off the public highways. It is adjacent to a camping site that has strict rules in place for 10pm curfews and has not had any problems with nuisance for as long as we have lived in the land adjacent to it (~16 years).

All customers will be asked to leave when they have collected their order/ finished their pizza.

The pizzas are cooked on a professional wood fired pizza oven with a flue. This is away from the public.

Staff will remove litter up to a distance of 20m around the premises daily and request all customers who eat outside on site to dispose of their rubbish according to the council recycling requirements. A blue and black bin is on site for this and rubbish disposal is monitored by staff to ensure the correct things go in the correct bins. Recycling will be monitored and additional bins will be contracted for as required. Breakages will be cleared up immediately. The premises will be professionally maintained.

Based on first year trading, most people walk to the shack, located on the edge of the England Coast Path.

The business is a micro one. The pizzas are made by hand and pulled, stretched, and cooked to order while the customer waits outside. There are only seating areas, all removable e.g. benches, stools tables and chairs provided while customers wait outside for their order.

The owner, supervisor and his father live on the smallholding.

The owner's parents are both middle aged, extremely experienced, capable, responsible adults, and run an engineering design consultancy and a successful luxury holiday accommodation business from the same croft the premises is located on so are very sympathetic to tidiness, noise, and impact.

e) The protection of children from harm

Staff will be trained and that training documented.

Staff will ensure legal ID is produced and examined for anyone that looks under 25, refusing to sell alcohol to anyone unable to fulfil this criterion or where the ID does not look genuine.

ID accepted will be a driving licence or passport only. Other tactics will be deployed as required e.g. signature comparison, checking middle names. A Challenge 25 sign will be on display. This will read:

AGE RECOGNITION POLICY

If you are lucky enough to look under

25

WE ARE GOING TO ASK YOU FOR I.D. TO PROVE YOU ARE 18.

THE ONLY MEANS OF ID WE ACCEPT ARE EITHER A PASSPORT OR PHOTO DRIVING LICENCE.

NO UNDER 18'S CAN BUY OR CONSUME ALCOHOL ON ANY PART OF THIS BUSINESS.

The premises is located in a rural area on a small holding located within the tiny hamlet of Waren Mill, and is very much off the beaten track, albeit on the new England Coast Path. The vast majority of children who buy pizzas are with adults and the very few that attend without adults tend to be watched by the adults over the campsite fence based on experience of trading for one year.

Checklist:**Please tick to indicate agreement**

•	I have made or enclosed payment of the fee.	Y
•	I have enclosed the plan of the premises.	Y
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	Y
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	Y
•	I understand that I must now advertise my application.	Y
•	I understand that if I do not comply with the above requirements my application will be rejected.	Y
•	[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	<ul style="list-style-type: none"> [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 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	
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)			