



**Wolverhampton**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[city.direct@wolverhampton.gov.uk](mailto:city.direct@wolverhampton.gov.uk)  
 Telephone: 01902 551155

\* required information

**Section 1 of 19**

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference  This is the unique reference for this application generated by the system.

Your reference  You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant? Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Yes  No

**Applicant Details**

\* First name

\* Family name

\* E-mail

Main telephone number  Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

Is your business registered in the UK with Companies House?  Yes  No

Note: completing the Applicant Business section is optional in this form.

Registration number

Business name  If your business is registered, use its registered name.

VAT number   Put "none" if you are not registered for VAT.

Legal status

*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Registered Address**

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 19**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

- Address     OS map reference     Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)

## Section 3 of 19

### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

### Confirm The Following

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

## Section 4 of 19

### NON INDIVIDUAL APPLICANTS

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

#### Non Individual Applicant's Name

Name

#### Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Limited Company

**Address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Contact Details**

E-mail

Telephone number

Other telephone number

**Section 5 of 19**

**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

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

Three storey terraced building in Queen Street Wolverhampton, directly opposite Express & Star buildings and next to Nando's. We believe that it has been closed for most, if not all, of the last 5 years.  
An application has been made for change of use from A1 to A4 in order to use premises as a micro pub.  
The first floor has an area of approx 58 sq m, although some of this will be taken up with cask cellar/ storage area (approx 6 sq m) and a servery (approx 7 sq m). The second floor is approx 25 sq m and will be used for additional seating during busy periods (week ends) or for private functions i.e group meetings. The third floor is approx 27 sq m and will be for private use, i.e. office space.

*Continued from previous page...*

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

**Section 6 of 19**

**PROVISION OF PLAYS**

Will you be providing plays?

- Yes  No

**Section 7 of 19**

**PROVISION OF FILMS**

Will you be providing films?

- Yes  No

**Section 8 of 19**

**PROVISION OF INDOOR SPORTING EVENTS**

Will you be providing indoor sporting events?

- Yes  No

**Section 9 of 19**

**PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS**

Will you be providing boxing or wrestling entertainments?

- Yes  No

**Section 10 of 19**

**PROVISION OF LIVE MUSIC**

Will you be providing live music?

- Yes  No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

THURSDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="18:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the performance of live music take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Live music is not a key element of the business plan and we have no intention in having a significant number of events. However there is a consideration for a folk music evening or 'open mic' night, possibly on a monthly basis. This by it's nature will be a mixture of acoustic and amplified. The reason for the above application is to allow flexibility for this, if undertaken, without the need to apply for a license variation. If this is a concern them it could be covered by applying a restriction of 'x' amount of events per week or month maximum.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

**Section 11 of 19**

**PROVISION OF RECORDED MUSIC**

Will you be providing recorded music?

Continued from previous page...

Yes

No

### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

Indoors

Outdoors

Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

This would cover the use of 'background music' if it was decided to use it (not in current plans)  
Also, we are considering having a 'vinyl' night where customers will be encouraged to bring there own vinyl records  
(preferably unusual ones) to be played.  
Again, the scope of above application gives us flexibility to plan this without applying for any license variation.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

**Section 12 of 19**

**PROVISION OF PERFORMANCES OF DANCE**

Will you be providing performances of dance?

- Yes                       No

**Section 13 of 19**

**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes                       No

**Section 14 of 19**

**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

- Yes                       No

**Section 15 of 19**

**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

- Yes                       No

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End



Continued from previous page...

THURSDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="12:00"/>	End	<input type="text" value="18:00"/>
Start	<input type="text"/>	End	<input type="text"/>

Will the sale of alcohol be for consumption:

- On the premises       Off the premises       Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

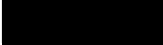
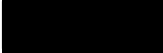
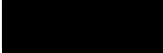
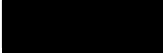
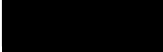

**Name**

First name

Family name

Continued from previous page...

**Enter the contact's address**

Building number or name		<input type="text"/>
Street		<input type="text"/>
District		<input type="text"/>
City or town		<input type="text"/>
County or administrative area		<input type="text"/>
Postcode		<input type="text"/>
Country	<input type="text" value="United Kingdom"/>	
Personal Licence number (if known)	<input type="text" value="439"/>	
Issuing licensing authority (if known)	<input type="text" value="South Staffordshire"/>	

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

**Section 16 of 19**

**ADULT ENTERTAINMENT**

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which 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 for restricted age groups etc gambling machines etc.

**Section 17 of 19**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="23:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="18:30"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

**Section 18 of 19**

**LICENSING OBJECTIVES**

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

a) General – all four licensing objectives (b,c,d,e)

*Continued from previous page...*

List here steps you will take to promote all four licensing objectives together.

The licensing objectives will be supported by a combination of our experience, strong management and the overall micropub concept, which by its very nature supports these objectives.

We took over the Horse & Jockey, Robert Wynd, Woodcross, West Midlands, WV14 9SB in July 2007. The pub at the time had a reputation for late night music, public disorder and drugs. This was quickly eliminated and it is now a well-run and well supported community local. We left the Horse & Jockey in September 2016 to focus on this project but the management skills and operating procedures we developed there will be introduced here with similar affects.

As a micropub we will develop a business model that

- Focuses on the sale of quality products. Real Ales, many locally produced, Craft Beers, Ciders, Wines, a good selection of Malt Whisky and a limited number of premium spirits.
- provides a relaxed environment that promotes conversation (no TV's, sport, gaming machines or Jukebox).
- Attracts customers by providing choice and quality rather than price promotions.
- Limited opening times to avoid late night problems.

The above, and the absence of mainstream lager, alcopops and shots, will naturally attract real ale enthusiasts and customers with a 'more mature' attitude to drinking; customers that 'reach contentment well before they reach capacity'.

The bar will be constructed near the front door so that all customers entering or leaving the premises will be observed by staff.

#### b) The prevention of crime and disorder

As mentioned above the Micropub concept virtually eliminates nuisance, noise and public order issues by removing the root cause of these problems, i.e drink offers and price promotions, music and/or live sports events, late night bars and high number venues. To enhance this we will ensure: -

- A staff training programme is introduced and monitored. All staff will be encouraged to undergo NVO training in hospitality.
- Refuse service to any customer who presents in an intoxicated state and ask them to leave the premises
- Keep strict behavioural standards. This is important to maintain the atmosphere required. Again, anyone who refuses to adhere to these standards will be asked to leave the premises.
- Keep an incident book that will record any instances of above.
- Offer drinks in pint options to allow customers to sample a greater variety of drinks whilst keeping their overall consumption down.
- Nobody is allowed to take drinks into the street.
- No drink promotions that encourage excessive consumption or stocking of drinks associated with the 'bing drinking culture'
- Relatively early closing time, 10pm.

#### c) Public safety

A new, upgraded, fire alarm system will be installed along with fire safety equipment (extinguishers), emergency lighting and a new CCTV system. This equipment and systems will be serviced regularly by suppliers (the same companies we used at the Horse & Jockey so ongoing working relationship) and periodically tested by ourselves in line with supplier recommendations. A record will be kept of all tests and any necessary actions taken.

An ongoing Health & Safety risk assessment will be undertaken to identify and eliminate and potential hazards such as slips, trips, electric shock, hazardous substances and manual handling issues.

The handling of emergencies and hazards that may occur during trading hours will be part of staff training programme.

#### d) The prevention of public nuisance

*Continued from previous page...*

The smaller trading area, compared to larger establishments in the city centre, and the absence of any music, TV's or gaming machines, means that the noise nuisance from a micropub is greatly reduced, basically just conversation. If live music events are undertaken (this has been requested on premises licence to give 'flexibility') we would ensure that noise levels were kept to a reasonable level, a level that would not prevent customers inside the building holding a conversation.

It is proposed to open limited times: -

Monday to Wednesday 12.00 to 20.00, although we may yet decide to close Monday

Thursday to Saturday 12.00 to 22.00

Sunday Closed

Again, we have requested greater opening hours in our application to give us flexibility, e.g private functions such as group meetings, but it is not our intention to be open to the general public any longer than the hours stated above.

e) The protection of children from harm

As we are not doing food we do not see the need to make the establishment 'family friendly' and as such will be restricting entry to over 18 years old only. But, regardless of this, we will not be undertaking any activity that would give rise to concerns about children's safety, i.e. adult entertainment or gaming machines.

A strict 'challenge 21' policy will be enforced with staff trained in how to enforce this. Only proof of age from accredited sources will be accepted and a strict no proof, no sale policy will be implemented. As no outside drinking area then no possibility of alcohol being purchased for consumption by underage person

## Section 19 of 19

### PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £87000	£315.00
Band D - £87001 to £125000	£450.00*
Band E - £125001 and over	£635.00*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £125000	£900.00
Band E - £125001 and over	£1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

\* Fee amount (£)

190.00

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## DECLARATION

\* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

THE INFORMATION GIVEN MAY BE HELD IN MANUAL OR COMPUTERISED FORM AND WILL BE SUBJECT TO THE PROVISIONS OF THE DATA PROTECTION ACT 1998

\* This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

\* Full name

\* Capacity

\* Date  /  /   
dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/wolverhampton/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

**IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**OFFICE USE ONLY**

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>



Part A

Consent of individual to being specified as premises supervisor

I Ronald Thomas Reynolds [full name of prospective premises supervisor]  
of [REDACTED] [home address of prospective premises supervisor]  
hereby confirm that I give my consent to be specified as the designated premises  
supervisor in relation to the application for Premises Licence [type of application]  
by Locale Pubs Limited [name of applicant]  
relating to a premises licence ..... [number of existing licence, if any]  
for The Dispensary, 22 Queen St, Wolverhampton  
WV1 3JW [name and address of premises to which the application relates]  
and any premises licence to be granted or varied in respect of this application made  
by Locale Pubs Limited [name of applicant]  
concerning the supply of alcohol at The Dispensary, 22 Queen St  
Wolverhampton [name and address of premises to which application relates].  
I also confirm that I am applying for, intend to apply for or currently hold a personal  
licence, details of which I set out below.

Personal licence number 439 [insert personal licence number, if any]  
Personal licence issuing authority South Staffordshire  
[insert name and address and telephone number of personal licence issuing authority, if  
any] [REDACTED]  
.....signed  
Ron Reynolds name (please print)  
10/03/2017 dated

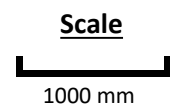
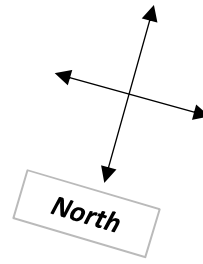
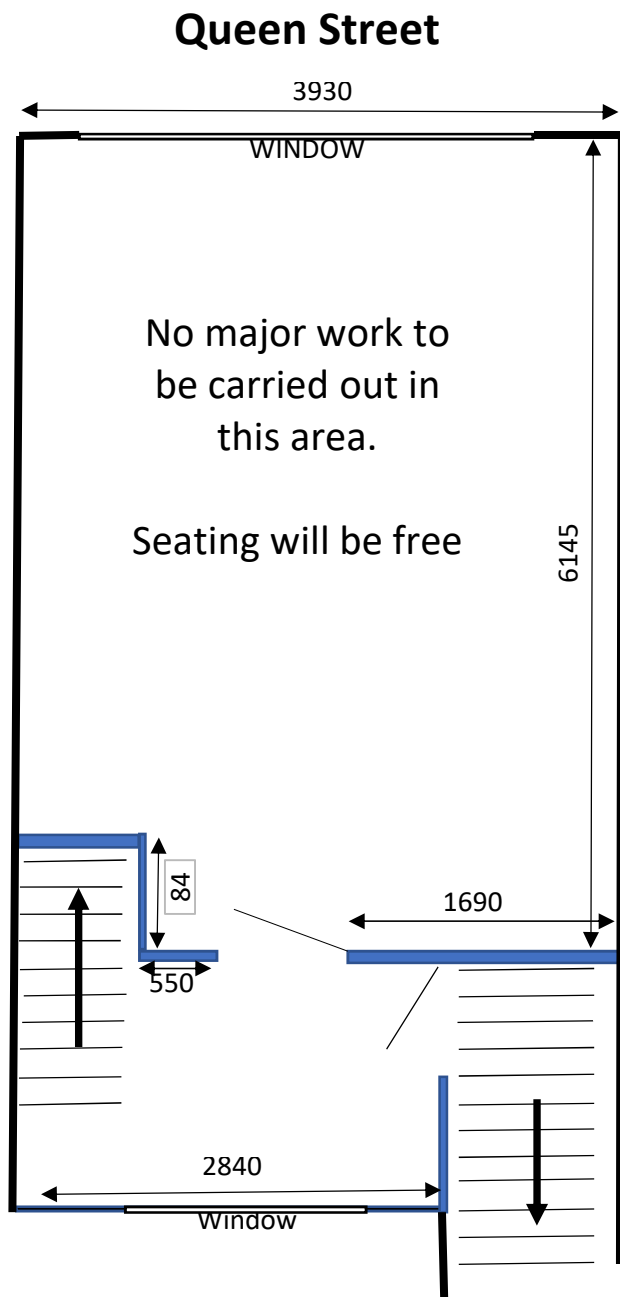
PART B

Consent of premises licence holder to transfer

I/we ..... [full name of premises licence holder(s)]  
the premises licence holder of premises licence number ..... [insert  
premises licence number] relating to .....  
..... [name and address of  
premises to which the application relates] hereby give my consent for the transfer of  
premises licence number ..... [insert premises licence number]  
to ..... [full name of transferee].  
.....signed  
.....name (please print)  
.....dated





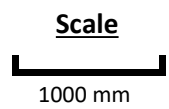
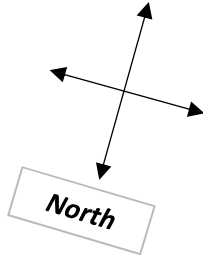
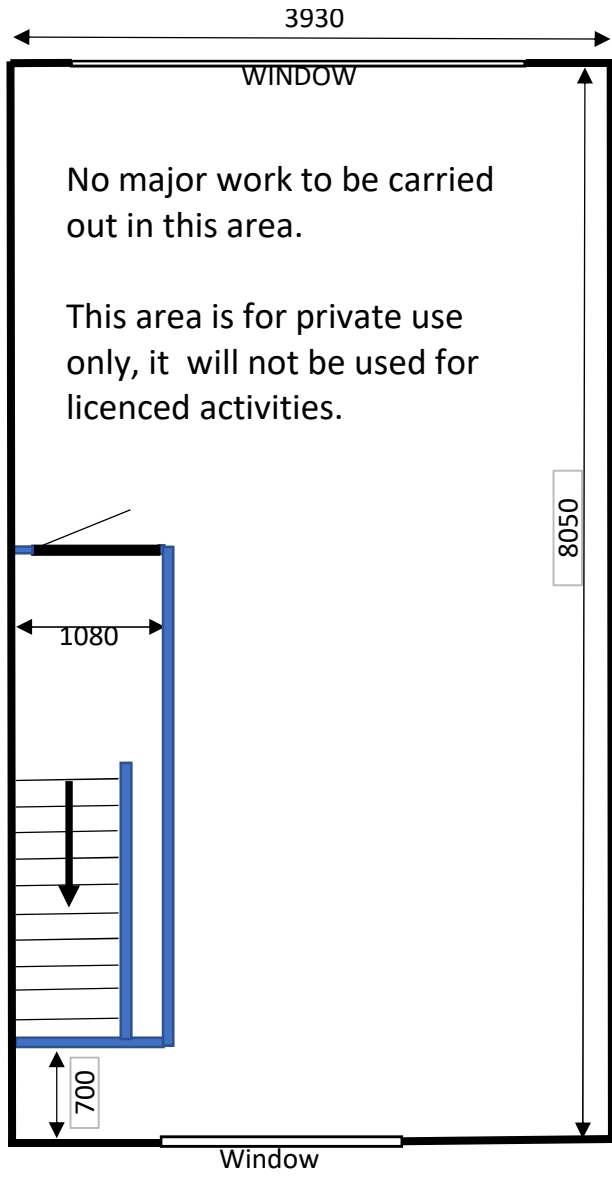


22 Queen Street  
Wolverhampton  
WV1 3JW

Plan as Planned  
(1st Floor)  
Scale: 1 to 50  
(at A3)

All measurements  
are in millimeters

**Queen Street**



22 Queen Street  
Wolverhampton  
WV1 3JW

Plan as Planned  
(2nd Floor)  
Scale: 1 to 50  
(at A3)

All measurements  
are in millimetres