

EAST LOTHIAN

Meeting 28 November 2019 at 10:00am in Council Chambers, Town House, Haddington

Licensing (Scotland) Act 2005

New Grant(s)	Premises	Applicant	Date Received	Comments
2	EVENT SPACE ARCHIBALD HOPE HOUSE ESKMILLS PARK STATION ROAD INVERESK MUSSELBURGH	G H EVENT CATERING LTD	24 October 2019	The premises form part of Archibald Hope House, in the development at Eskmills, Musselburgh. The premises are in a residential/mainly commercial area and consists of function suite, kitchens, toilets and ancillary storage space.

EAST LOTHIAN LICENSING BOARD

APPLICATION FOR PREMISES LICENCE/~~PROVISIONAL PREMISES LICENCE*~~

*Delete as appropriate

Licensing (Scotland) Act 2005, section 20

APPLICANT INFORMATION *Licensing (Scotland) Act 2005, section 20(1)*

Question 1

Name, address and postcode of premises to be licensed.

**Event Space
Archibald Hope House
Eskmills Park
Station Road
Inveresk
Musselburgh
East Lothian
EH21 7PQ**

Question 2

Particulars of applicant

2(a) Where applicant is an individual, provide full name, date and place of birth, and home address including postcode, telephone number & email address.

[Empty rectangular box for providing applicant details]

2(b) Where applicant is a partnership, please provide full name, and postal address of partnership.

2(c) *Where applicant is a company, please provide name, registered office and company registration number.*

2(d) *Where the applicant is a club or other body, please provide full name, and postal address of club or other body.*

2(e) *Where applicant is a partnership, company, club or other body, please provide the names, dates and places of birth, and home addresses of connected persons.**

G H Event Catering Ltd

Stuart House

Eskmills

Station Road

Musselburgh

EH21 7PQ

* Connected person is defined in section 147(3) of the Licensing (Scotland) Act 2005.

Question 3

Previous applications

3 *Has the applicant been refused a premises licence under section 23 of the Licensing (Scotland) Act 2005 in respect of the same premises?* **NO***

If YES – provide full details

Question 4

Previous convictions

4 Has the applicant or any connected person ever been convicted of a relevant or foreign offence ()	NO*
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**If YES – provide full details*

For the purpose of this Act, a conviction for a relevant offence or foreign offence is to be disregarded if it is spent for the purpose of the Rehabilitation of Offenders Act 1974

<i>Name & position (if applicable)</i>	<i>Date of conviction or sentence</i>	<i>Court</i>	<i>Offence</i>	<i>Penalty</i>

DESCRIPTION OF PREMISES *Licensing (Scotland) Act 2005, section 20(2)(a)*

Question 5

5 *Description of premises (where application is submitted by a members' club, please also complete question 6)*

The premises form part of Archibald Hope House, in the development at Eskmills, Musselburgh. The premises are in a residential / mainly commercial area and consists of function suite, kitchens, toilets and ancillary storage space

Question 6

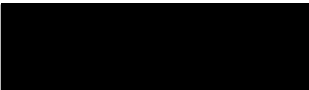

6 *To be completed by members' clubs only*

<i>Do the club's constitution and rules conform to the requirements of regulation 2 of the Licensing (Clubs) (Scotland) Regulations 2007?</i>	YES/NO*
* Delete as appropriate	

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this Application are true to the best of my knowledge and belief.

Signature  * (see note below)
 Date21st October 2019.....
 CapacityApplicant..... APPLICANT/AGENT (delete as appropriate)
 Telephone number and email address of signatorychris@eskmillsvenue.com.....
 

I have enclosed the relevant documents with this application – please tick the relevant boxes

<i>Operating plan</i>	x
<i>Layout plan</i>	
<i>Planning certificate</i>	
<i>Building standards certificate</i>	
<i>Food hygiene certificate</i>	

*** Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.

<u>For use by the Licensing Board only</u> Application checklist	
Date received	
Fee amount	
Receipt number	
Received by (<i>INITIALS</i>)	
Consideration date	
Last date for consideration	
Date of initial hearing	
Date of any modification hearing	
Date granted/refused (delete as appropriate)	

<u>For use by the Licensing Board only</u> If application is for a premises licence Documents required	
Operating plan	
Layout plan	
Planning certificate	
Building standards certificate	
Food hygiene certificate	

<u>For use by the Licensing Board only</u> If application is for a provisional premises licence Documents required	
Provisional planning certificate	

Operating plan	
Layout plan	

EAST LOTHIAN LICENSING BOARD

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

Name, address and postcode of premises to be licensed.

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Question 1

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

<i>1(a) Will alcohol be sold for consumption solely ON the premises?</i>	<i>YES</i>
<i>1(b) Will alcohol be sold for consumption solely OFF the premises?</i>	<i>NO*</i>
<i>1(c) Will alcohol be sold for consumption both ON and OFF the premises?</i>	<i>NO*</i>
<i>*Delete as appropriate</i>	

Question 2

STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION ON PREMISES

<i>Day</i>	<i>ON Consumption</i>	
	<i>Opening time</i>	<i>Terminal hour</i>
<i>Monday</i>	11:00	23:00
<i>Tuesday</i>	11:00	23:00
<i>Wednesday</i>	11:00	23:00
<i>Thursday</i>	11:00	01:00
<i>Friday</i>	11:00	01:00
<i>Saturday</i>	11:00	01:00
<i>Sunday</i>	12:00	00:00 (midnight)

Question 3

STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION OFF PREMISES

<i>Day</i>	<i>OFF Consumption</i>	
	<i>Opening time</i>	<i>Terminal hour</i>
<i>Monday</i>	N/A	N/A
<i>Tuesday</i>	N/A	N/A
<i>Wednesday</i>	N/A	N/A
<i>Thursday</i>	N/A	N/A
<i>Friday</i>	N/A	N/A
<i>Saturday</i>	N/A	N/A
<i>Sunday</i>	N/A	N/A

Question 4

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	YES
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**If YES – provide details*

The premises will operate the extended hours offered by the licensing board at the Christmas and New Year period.

Question 5

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL 1 5(a) Activity	COL 2 Please confirm YES/NO	COL 3 To be provided during core licensed hours – please confirm YES/NO	COL 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	No	N/A	N/A
Conference facilities	Yes	Yes	Yes
Restaurant facilities	No	No	No
Bar meals	No	No	No

5(b) Activity <i>Social functions including:</i>	<i>Please confirm</i> YES/NO	To be provided during core licensed hours - please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Receptions including Weddings, funerals, birthdays, retirements etc.</i>	Yes	Yes	Yes
<i>Club or other group meetings etc.</i>	Yes	Yes	Yes
5(c) Activity <i>Entertainment including:</i>	<i>Please confirm</i> YES/NO	To be provided during core licensed hours - please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Recorded music - see 5(g)</i>	Yes	Yes	Yes
<i>Live performances - see 5(g)</i>	Yes	Yes	Yes
<i>Dance facilities</i>	Yes	Yes	No
<i>Theatre</i>	Yes	Yes	Yes
<i>Films</i>	Yes	Yes	Yes
<i>Gaming</i>	No	No	No
<i>Indoor/outdoor sports</i>	No	No	No
<i>Televised sport</i>	Yes	Yes	Yes
5(d) Activity	<i>Please confirm</i> YES/NO	To be provided during core licensed hours - please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
<i>Outdoor drinking facilities</i>			

	Yes	Yes	No
<i>5(e) Activity</i>	<i>Please confirm YES/NO</i>	<i>To be provided during core licensed hours – please confirm YES/NO</i>	<i>Where activities are also to be provided outwith core licensed hours please confirm YES/NO</i>
<i>Adult entertainment</i>	<i>No</i>	<i>No</i>	<i>No</i>

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

Conferences - this activity may take place outwith the core hours but not before 7am and not later than the terminal hour of operation

Receptions - this activity may take place outwith the core hours but not before 9am and not later than the terminal hour of operation

Club or group meetings - this activity may take place outwith the core hours but not before 7am and not later than the terminal hour of operation

Recorded music - this activity may take place outwith the core hours but not before 7am and not later than the terminal hour of operation

Live performances - this activity may take place outwith the core hours but not before 7am and not later than the terminal hour of operation

Theatre - this activity may take place outwith the core hours but not before 7am and not later than the terminal hour's operation

Films - this activity may take place outwith the core hours but not before 7am and not later than the terminal hour of operation

Televised sport - this activity may take place outwith core hours but not before 7am and not later than the terminal hour of operation

NB: Please note that no alcohol will be sold outwith core hours without there being in place a general extended hours application approved by the local authority

5(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

<p><i>Exhibitions, fashion shows, wedding fairs, corporate events, charity events</i></p>

5(g) Late night premises opening after 1.00am

<p><i>Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?</i></p>	<p>NO*</p>
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<p><i>When fully occupied, are there likely to be more customers standing than seated?</i></p>	<p>NO*</p>
<p><i>*Delete as appropriate</i></p>	

Question 6 (On-sales only)

CHILDREN AND YOUNG PERSONS

6(a)	<i>When alcohol is being sold for consumption on the premises will children or young persons be allowed entry</i>	YES
	<i>*Delete as appropriate</i>	

6(b) *Where the answer to 6(a) is YES provide a statement of the TERMS under which they will be allowed entry*

Children and young persons will have access to these premises but only when accompanied by a responsible person and not within 1.5 meters of the bar

6(c) *Provide statement regarding the AGES of children or young persons to be allowed entry*

Children - birth to 15 years old

Young persons - 16 and 17 years old

*6(d) Provide statement regarding the **TIMES** during which children and young persons will be allowed entry*

At all times an event is in operation, unless deemed inappropriate by the management. Children and young persons will always be accompanied by a responsible adult or under suitable professional childcare provision.

*6(e) Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry*

Due to the nature of these premises being run as an events hub, it is essential that children and young persons be allowed to remain on these premises until the conclusion of the events.

Management do reserve the right to refuse entry to children and young persons should they feel that the event is not suitable for them.

Children will never be allowed within 1.5 meters of the bar area

Question 7

CAPACITY OF PREMISES

What is the proposed capacity of the premises to which this application relates?

On sales

Question 8

PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)

Personal details

8(a) *Name*

Mr Christopher Campbell

8(b) *Date of birth*

[REDACTED]

8(c) *Contact address*

[REDACTED]

8(d) *Email address and telephone number*

chris@eskmillsvenue.com
[REDACTED]

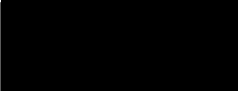
8(e) Personal licence

<i>Date of issue</i>	<i>Name of Licensing Board issuing</i>	<i>Reference no. of personal licence</i>
10th December 2014	Edinburgh	272705

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT


If signing on behalf of the applicant please state in what capacity.

The contents of this operating plan are true to the best of my knowledge and belief.

Signature  * (see note below)

Date21st October 2019.....

CapacityApplicant..... APPLICANT/AGENT (delete as appropriate).

Telephone number and email address of signatory ...chris@eskmillsvenue.com / 

*** Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.

Supplementary Application Information

This information is required in relation to all Premises Licence/Provisional Licence applications or any application which is a Premises Licence Variation, not considered to be a Minor Variation. Application submissions generally tend to be insufficiently detailed as to provide a complete picture of what businesses propose to provide the public. Therefore, Licensing Boards often have too little information, in advance of Board hearings, to fully appreciate what is being applied for. This situation often leads to numerous unnecessary objections and representation being made due to interested parties, such as neighbouring residents, not understanding what proposed activities really relate to i.e. What does Live Music actually mean and how will it impact on their lives. For these reasons, the

Board has made a policy decision to require applicants to provide a fuller description of their business proposals and detail how the five licensing objectives will be met.

Business Profile

Eskmills Venue is one of East Lothian's gems. A stylish, stunning and magical venue to host weddings, events and conferences. Exclusively managed by the award-winning Hickory, Eskmills is situated in a stunning traditional building full of character but with all the modern touches you'd expect from the most contemporary of venues.

When it comes to creating dream wedding days we can style the interior with breath-taking florals, candlelit tables or sparkling dancefloors and we can make things look spectacular outside in our gorgeous garden too. From a red carpet on arrival to pop up cocktail bars and everything in-between, we can create a beautiful garden party.

The versatile and distinctive venue has 23 arched windows flooding the venue with natural light. A clever specially made partition system including a stunning curtain of fairy lights, can be used to create a beautiful ceremony area keeping everything under one starlit roof.

Eskmills is where wedding dreams come true.

<p>On/Off Consumption</p> <p>(a) Please describe the type of business you intend to operate in respect of On consumption.</p> <p>(b) Please describe the type of business you intend to operate in respect of Off consumption & deliveries</p>	<p>a) Operation of an event venue with fully pre-booked events, no walk-up / general public sales will take place in the course of on sales.</p> <p>b) N/A</p>

Clarification is required in relation to the content of your proposed Operating Plan
(extend the boxes below if you require additional space)

To what extent do you intend to use any of the following: Accommodation; Conference Facilities; Restaurant Facilities; Bar Meals:

Occasional conferences are carried out in the venue, usually for local charity / business groups, AGM.

Social Functions – Weddings; Birthdays; Retirements; Other - If you intend to provide for any of these functions please describe the nature and extent and likely frequency of each:

The venue is operated primarily as a wedding and party venue for pre-booked events. In general we host 2-4 events per week.

Entertainment – Recorded Music; Live Performances; Dance Facilities; Theatre; Films; Gaming; Indoor/outdoor sports; Televised Sport - If you intend to provide for any of these facilities please describe the nature and extent and likely frequency of each:

Weddings and parties in general will have either a live function band or DJ in attendance. They are generally from our recommended supplier list so they know the venue, its constraints, etc.

Outdoor Drinking Facilities - If you intend to provide outdoor drinking facilities please describe where and what the facilities will be used for. You will also be required to provide a statement in the objectives section how you intend to prevent public nuisance from the use of such facilities:

We provide a small ancillary beer garden / smoking area directly outside the front of the venue. This is the grass and cobble area only and does not include the public footway or car parking area adjacent to the front of the venue.

External courtyard to the rear of the building is also used for receptions and photographic opportunities on occasion.

No outdoor drinking is permitted anywhere outside the venue after 10pm. A small smoking area directly outside the main venue doors is maintained however, all drinks must be left within the building.

Adult Entertainment – If you intend to provide any entertainment of a sexual nature please state the type and likely frequency of use. Adult entertainment is any form of sexual stimulation and includes adult humour or explicit language. The Board will also expect you to address the objective of preventing harm to children and young persons:

N/A

Activities Outwith Licensed Core Hours - In your Operating Plan, directly below question 5(e), you should have given details of any activity that will be provided outwith core licensed hours. If you wish you can expand on your explanation here:

On occasion a conference may start prior to our licensed core hour, these will only be served soft and hot drinks a breakfast / reception option, often along with a breakfast roll or buffet.

Any Other Activities - In your Operating Plan at 5(f) you should have given details of any other type of activity you are likely to cater for. It would be useful to give an indication of the extent and frequency of such events:

Other events such as a fashion show or exhibition are a very infrequent occurrence as our primary business is weddings and parties, however, we would like the opportunity to hoist these going forward so do not wish to exclude them from our application.

Children and Young Persons – If you intend to provide access for children and young persons on the premises please provide details of what facilities you have on the premises in respect of different age groups. In addition, please state where and what baby changing facilities will be provided for children under five years.

Children and your persons will be in attendance at events as guests of family and friends only, nit unaccompanied children / young people are permitted.

A 1.5meter exclusion zone is maintained in front of the bar at all times when the bar is in operation.

Licensing Objectives - Please provide details below of how you will ensure that the 5 Licensing Objectives are complied with. It may be helpful in answering this section if you refer to the East Lothian Council Licensing Board's 'Statement of Licensing Policy, which can be found at the following link or the Council website [policy link](#)

(extend the boxes below if you require additional space)

Preventing Crime and Disorder:

Proof of age scheme is in operation and staff accordingly trained

A full CCTV system is in operation, management team are all trained in the operation of this and the ability to download footage - a minimum of 31 days worth of footage are retained at all times

Notices are displayed throughout the venue in relation to the prevention of consumption and use of illegal substances

Regular toilet check are completed throughout each event and are accordingly documented

Where necessary SIA door staff are employed via an approved regular contractor

External lighting is provided in all areas of the venue with regularly emptied litter bins and cigarette bins available

Safe drinking / anti drink driving materials are displayed throughout the venue. We also work closely with local taxi firms and notify them of big events.

We encourage wedding parties, etc to use pre-booked taxis / min buses or coaches wherever possible to negate the risk of drink driving and also the impact of noise on surrounding properties

Wine is available multiple measures when sold by the glass (including 125ml measures)

A refusal sheet is maintained within the venue

Last orders are usually called 30 minutes prior to the terminal hour, with time called 15 minutes prior to the terminal hour

An incident log is maintained should anything occur at an event

Staff are all aware of their duty to cooperate with licensing and police should an incidence of crime / disorder or violent / etc take place

Securing Public Safety:

Full and detailed risk assessments have been carried out for the premises and are regularly reviewed and updated

CCTV is in operation at the venue internally and externally and a recording facility of at least 31 days is available

All staff in the venue have completed the required 2 hours of licensing training and certificates are available from an online portal

Due to the nature of the business, all guests are allocated a seat at each event for the meal that we will be serving them as part of an event

A written duty of care policy is in effect throughout the venue

Empty bottles and glassware are regularly cleared by the front of house and bar staff throughout the course of an event

All public footways are always kept clear of furniture

No drinking is permitted on the public footway at any time

Appropriate first aid fascinatates and trained staff are available at every event. A defibrillator is available within the Eskmills business complex

All equipment in the venue is regularly tested for PAT compliance of gas safety compliance

We would inform the police and licensing department of any appropriate special events that were to take place should we feel they are of a 'special' nature

Where necessary SIA door staff are employed via an approved regular contractor

A cleaning team and maintenance team regularly clean and maintain internal and external areas of the venue

Preventing Public Nuisance:

We are happy to adhere to any additional local conditions imposed by the police or licensing department

Staff are appropriately trained in the prevention of public nuisance via the compulsory 2-hour licensing training

People are effectively managed by either staff members of SIA contractor during access and egress times

Notices are displayed at the exit to ensure guests leave quietly and with respect for neighbours. Where possible we encourage patrons to leave utilising coaches or min bus to reduce vehicle noise etc.

A period of time between the ceasing of alcohol service and the closing up of the premises is built into all events to ensure a smooth and gradual flow of people leaving the venue instead of a mass exodus.

Events are always pre-booked and number confirmed a minimum of 7 days in advance of an event so no over attendance is possible

Patrons are encouraged at all times to be mindful of our neighbours when leaving / using smoking areas etc. Event holders are also encouraged to provide lollies or similar for the end of a night to aid in the decreasing volume of patron leaving.

We have a robust litter and recycling policy in place and win awards for our environmental commitment and recycling commitment

Where required we use alternatives to single-use plastic as far as possible. Straws etc are always paper variants

Sound setups within the venue are set up with regard for the direction of noise bleed to neighbours as far as possible

Event holders are encouraged to utilise pre-booked taxis / minibuses and coaches where possible. We also have relationships with local taxi companies to ensure that safe dispersal takes place as quickly as possible for those guest with no onward travel arrangements pre-booked

A commercial extraction system is in operation in the venue and kitchen are at all time of venue operation

CCTV is in operation internally and externally to the venue with 31-day minimum recording facility

SIA staff are employed through an approved contractor when necessary

Protecting and Improving Public Health:

Posters are displayed throughout the venue discouraging drink driving

Sensible drinking posters are displayed throughout the venue

Our staff handbook contains information on dealing with drink problems

Multiple choice of drinks size are available and promoted

We offer a wide range of low and no alcohol drinks at reasonable prices in relation to alcoholic drinks

Potable drinking water is always available both from the bar and often a separate water station also

Events always incorporate a food element offering as part of our business

A sheet detailing local alcohol dependency support services is displayed in the venue

Our prices all exceed MUP and special offers are not available within the venue

The dealing with patrons who are intoxicated is covered by our venue duty of care policy

All glassware used in the venue is of a toughened variety

Protecting Children and Young Persons From Harm:

All staff are trained as part of the compulsory licensing training in the prevention of alcohol sales to children and young people

Where possible a separate drinking water station is in operation at an event and tap water is available on all meal tables during an event

A disabled toilet is available within the venue

Baby change facilities are available within the venue


High chairs are available within the venue

Bespoke children's menus are available at an event with prior notification

Application Supporting Comments / Any Other Additional Information

(extend the boxes below if you require additional space)

Additional Information:
Supporting Comments: i.e. reasons why the Board should support your application.

SIGNATURE AND DECLARATION BY APPLICANT			
IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION			
(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))			
The contents of this Application are true to the best of my knowledge and belief			
Signature		Date	21/10/19

SCHEDULE 6

Regulation 7

DISABLED ACCESS AND FACILITIES STATEMENT

Licensing (Scotland) Act 2005, section 20(2)(b)(iia)

Question 1

Disabled access and facilities

1(a)	Is there disabled access to the premises	YES
1(b)	Do you have facilities for those with a disability	YES
1(c)	Do you have any other provisions available to aid the use of the premises by disabled people	YES
<i>*Delete as appropriate</i>		

If you have answered Yes to any of the questions above please complete, as appropriate, the following sections.

Question 2

Disabled access to, from and within the premises

Please provide clear and detailed description of how accessible the premises are for disabled people. e.g. ramps, accessible floors, signage.

The whole venue is situated on the ground floor and in its entirety is disabled accessible

Disabled toilet facilities are available within the venue

Question 3

Facilities available

Please describe in detail the facilities provided for disabled people. e.g. disabled toilets, lifts, accessible tables.

Disabled toilet

Large print menus on request

All areas have wide double door access

All tables within the venue can accommodate wheelchairs

Question 4

Other provisions

Please provide details of any other provisions made to aid the use of the premises by disabled people. e.g. assistance dogs welcome, large print menus.

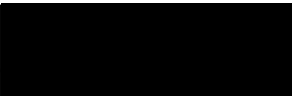
Large print menus on request

Guide dogs / assistance dogs are welcome within the venue

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this disabled access and facilities statement are true to the best of my knowledge and belief.

Signature  * (see note below)

Date 21/10/19

Capacity APPLICANT APPLICANT/AGENT

Telephone number and email address of signatory CHRIS@ESKMILLVALE.COM


* Data Protection Act 1998

The information on this form may be held on an electronic public register which may be available to members of the public on request.



**LICENSING (SCOTLAND) ACT 2005
BUILDING (SCOTLAND) ACTS 1959/70**

**SECTION 50
BUILDING STANDARDS CERTIFICATE**

Section 50 Application No: 11/00006/S50

Applicant: Isteral Ltd, 15 Atholl Crescent, Edinburgh EH3 8HA

Agent: Mary Renton, A & W M Urquhart, 16 Heriot Row, Edinburgh EH 3 6HR

Premises Address: Function Suite, Archibald Hope House, Eskmills, Musselburgh

Proposed Use of Premises: Licensed Function Suite

I confirm that building warrants 07/00675/BW _S2 & 07/00675/BW _A have been issued for these premises and a completion certificate was accepted on 07.02.2011. Therefore, in terms the above Acts, I have no objections to the granting of the Liquor Premises License.

Drwg No.	Rev.	Description.	Source.
		Full set of Building warrant drawings for W A	CLWG, 38 Dean Park Mews, Edinburgh EH14 1GD

Signed:

Date: 21.09.2011

Contact:

Environment Council, John Muir House,
Haddington, East Lothian EH41 3HA
Tel No: 01620 827 266
Fax No: 01620 827 723
Email: environment@eastlothian.gov.uk
[Marked for the attention of John Murdoch]

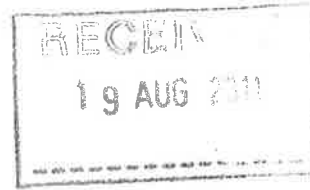
Issued To: Mary Renton, A & W M Urquhart, 16 Heriot Row, Edinburgh EH 3 6HR

Copied To: Marie Winter, per Clerk of the Licensing Court, East Lothian Council, John Muir House, Haddington
Malcolm Gillies, Isteral Ltd, 15 Atholl Crescent, Edinburgh EH3 8HA



East Lothian Council

Our ref: GPF/JD
Your ref: RMU/mlr/ISER0001/0001
Direct Line: 01620 827365
Fax Number: 01620 827918
E Mail: ehs@eastlothian.gov.uk



Peter Collins
DIRECTOR OF ENVIRONMENT

John Muir House
Haddington
East Lothian
EH41 3HA
Tel 01620 827827
Fax 01620 827450

16 August 2011

A & W M Urquhart, Solicitors
16 heriot Row
EDINBURGH
EH3 6HR

Dear Sirs

THE LICENSING (FOOD HYGIENE REQUIREMENTS) (SCOTLAND) ORDER 2011

I hereby certify, in terms of Section 50 of the Licensing (Scotland) Act 2005, that the premises operated by Archibald Hope House, as a Function Suite, at Eskmills Musselburgh does comply with the requirements the EU provisions which are listed in Schedule 2 to the Food Hygiene (Scotland) Regulations 2006 (S.S.I. 2006/3)

I also acknowledge receipt of your cheque for the sum of £42.07.

Musselburgh


George Fairgrieve
Food and Safety Manager

cc copy to Licensing Board

Our Ref: 07/00685/FUL
Ask For: Stephanie Greaves
Direct Line: 01620 827373
Fax. No: 01620 827723
Date: 21 April 2008



The Glasshouse At Eskmills
Stuart House
Eskmills
Station Road
Musselburgh
East Lothian
EH21 7PQ

FAO Steven Adair

Dear Sir,

Request for a Section 23 Certificate – Licensing (Scotland) Act 1976
Request for a Section 50 Certificate – Licensing (Scotland) Act 2005

Archibald Hope House, Eskmills, Musselburgh

I refer to the above matter and your letter of the 11th April 2008.

I can confirm that on 17th January 2008 East Lothian Council, as Planning Authority, granted planning permission (Ref: 07/00685/FUL) for the use of the ground floor of the premises at Archibald Hope House, Eskmills, Musselburgh for conference and private function uses.

On behalf of East Lothian Council, as planning authority, I hereby certify in terms of Section 23(1) of the Licensing (Scotland) Act 1976 and Section 50(1) of the Licensing (Scotland) Act 2005, that there is no planning objection to the granting of a public house license for the ground floor premises of Archibald Hope House, Eskmills, Musselburgh, provided such license accords with and is ancillary to the use of the ground floor premises for conference and private function uses approved by the grant of planning permission 07/00685/FUL.

I trust that this is of assistance to you.

Yours faithfully

Stephanie Greaves
Planner

Cc. Licensing Dept.

Date 29/10/2019

Your Ref: EL368

Our Ref: J/LIC/3705/HB



The Clerk of the Licensing
Board
East Lothian Council
John Muir House
Haddington
East Lothian
EH41 3HA

John McKenzie
Chief Superintendent
Divisional Commander
The Lothians and Scottish Borders Division
Dalkeith Police Station
Newbattle Road
Dalkeith
EH22 3AX

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE GRANT OF A
PREMISES LICENCE
EVENT SPACE, ARCHIBALD HOPE HOUSE, ESKMILLS PARK, STATION
ROAD, INVERESK, MUSSELBURGH, EAST LOTHIAN, EH21 7PQ.
G H EVENT CATERING LTD**

I refer to the above application and in terms of Section 21(4)(a)(i) and (ii) of the Licensing (Scotland) Act 2005, I have to advise you that neither the applicant nor any connected person has been convicted of any relevant offence.

I am unable to confirm the existence of any foreign offence in respect of the applicant or any connected person.

Having looked at the application, I note that the applicant has selected 'yes' to outdoor drinking but there is no reference to this area in the layout plan provided. I would therefore request that an amended layout plan be submitted with all licensed areas delineated in red.

Should the outside area be required, I would also request that this is not used after 2200 hours or earlier if planning permission dictates otherwise.

Question 7 – capacity: I would request that this be completed also.

I note that the applicant states there is CCTV in operation and I would request that this is maintained in good working order.

Yours faithfully



For enquiries please contact the Licensing Department on 01620 826147

EAST LoTHIAN COUNCIL

PEOPLE and GOVERNANCE

1

Licensing Standards Officer

Clerk to the Licensing Board

Date: 11 Nov. 2019

Subject: LICENSING SCOTLAND ACT 2005 - PREMISES LICENCE APPLICATION

**Archibald Hope House, Eskmills Park, Station Road, Inveresk, Musselburgh East
Lothian EH21 7PQ**

I refer to the above subject and can confirm that this variation application has been assessed and I am satisfied that the Operating and Layout Plans are in accordance with the Act.

I request that the Board consider the following local licence conditions, as attached to the previous Premises Licence:

Local Conditions:

1. In the interests of public safety, children must be excluded from an area of 1.5 metres from any bar servery in the premises.
2. Terminal hour of outside drinking area to be 22.00 hours.

This report is submitted for the information of Board members.

R. Fruzynski
Licensing Standards Officer

EAST LoTHIAN COUNCIL

Internal Memorandum

From: Planning Delivery

To: Clerk to the Licensing Board

Per: Neil Millar

Per: Licensing Board

Cc:

Date: 11th November 2019

LICENSING (SCOTLAND) ACT 2005

Re: Consultation response

Address: Event Space, Archibald Hopes House, Eskmills Park, Musselburgh

Application type: Variation other than a minor variation of premises licence

Planning permission is not required for the sale of alcohol on the premises.

However, I can confirm that there are no records of a grant of planning permission for the use of a beer garden / external drinking area within the grounds of the premise.

Please note that it is the responsibility of the licensee to confirm what planning permission is in place for this use or demonstrate that planning permission is not required for it. Otherwise I would advise that a planning application is sought for the change of use of this area of land to form a beer garden/external drinking area as shown for it on the submitted drawings.

Winter, Maree

From: Boyle, Fiona <Fiona.Boyle@nhslothian.scot.nhs.uk> on behalf of Licensing <Licensing@nhslothian.scot.nhs.uk>
Sent: 01 November 2019 10:19
To: Winter, Maree
Subject: Current East Lothain Applications

Dear Maree

NHS Lothian are not submitting letters for the following current East Lothian Applications:

Lodge Nisbett
Town House Chippy
Habaneros High Street
Event Space

Many thanks, fiona

Fiona Boyle
PA/Administrator to:

Dr Fredi Garbe, Consultant in Public Health
Ms Alison Milne, Supporting Pregnancy & Newborn Screening
Mr Jim Sherval, Consultant in Public Health

Direct Dial: 0131 456 5817 (35817)
PHM Tel: 0131 465 5460
Email: fiona.boyle@nhslothian.scot.nhs.uk
Address: NHS Lothian, Public Health & Health Policy, Waverley Gate, 2-4 Waterloo Place, Edinburgh, EH1 3EG

** Please note my working hours are Monday - Friday; 8.00am to 1.00pm **



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