

OCC 212/20
Ad 18/6
paid online.

EAST LoTHIAN LICENSING BOARD

APPLICATION FOR OCCASIONAL LICENCE

4

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 or typed in black ink. Use additional sheets, if necessary.

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

1. LICENCE DETAILS (see note 1)	
Premises licence number (if applicable)	THE GREEN (THE BELL) EL0196
Personal licence number (if applicable)	EL1570 LAURA MAY MCSWEENEY
Name of voluntary organisation (if applicable)	

2. PERSONAL DETAILS			
TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state)			
Surname	MCSWEENEY		
Forenames	LAURA MAY		
DATE OF BIRTH	Day <input type="text"/>	Month <input type="text"/>	Year <input type="text"/>
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES			
<input type="text"/>			
Post town <input type="text"/>	Post code <input type="text"/>		
TELEPHONE NUMBERS			
Daytime	<input type="text"/>		
Evening			
Mobile			
FAX NUMBER			
E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail)			
INFO@THEGREENHADDINGTON.COM			

3. THE PREMISES

Description of premises

THE GREEN CAR PARK AREA

Description of activities to be carried on in the premises – (including number of persons expected to attend)

POP UP BEER GARDEN SERVING FOOD & DRINKS

FOOD TRUCK TO BE SET UP AS A BAR. FOOD SERVICE WILL BE OPERATED AS TABLE SERVICE SO CUSTOMERS ARE ABLE TO STAY AT THEIR TABLES DURING THEIR VISIT.

ALL DRINKS TO BE SERVED IN PLASTIC GLASSES.

OPENING HOURS:

THURSDAY 4-10PM

FRIDAY 12-10PM

SATURDAY 12-10PM

SUNDAY 12-9PM

MAXIMUM PEOPLE PERMITTED STILL TO BE CONFIRMED BASED ON GOVERNMENT GUIDANCE ON SOCIAL DISTANCING. BASED ON 2M - 35 PEOPLE APPROX (NOT INCLUDING 1-2 BAR/WAIT STAFF). BASED ON 1M GUIDANCE – MAX 50 PEOPLE.

PRE-BOOKINGS OF TABLES WILL BE IN OPERATION DURING BUSY PERIODS WITH A MAXIMUM STAY PER TABLE OF 2 HOURS. CLEANING TIME WILL BE ALLOCATED BETWEEN BOOKINGS.

A STRICT CHALLENGE 25 ID SYSTEM WILL BE IN PLACE, WITH PEOPLE WHO ARE BETWEEN 18-25 BEING ASKED FOR ID.

SECURITY FENCING TO BE ACQUIRED AND USED TO FENCE OFF THE AREA WITH A DISTINCT ENTRANCE AND EXIT.

SANITISER STATIONS WILL BE SET UP AROUND FENCING AND BAR AREA

ADDITIONAL BIN FACILITIES WILL BE ADDED TO ALLOW FOR PLASTIC / PAPER RECYCLING.

TOILETS WILL ONLY BE ACCESSIBLE WITH A MEMBER OF STAFF ALLOWING ACCESS TO THE PUB BUILDING. THEY WILL ASSIST CUSTOMERS ACROSS THE ROAD.

Full postal address of premises which this application refers to

THE GREEN

70 COURT STREET

HADDINGTON

EH41 3AF

4. DURATION OF LICENCE

From: 18TH JULY 2020

To: 31 JULY 2020 INCLUSIVE

5. Is alcohol to be sold on & off the premises YES - Provide relevant details as to hours requested when alcohol will be sold on/off the premises-* delete as appropriate

Times for sale of alcohol for consumption on premises

11AM-10PM

Times for sale of alcohol for consumption off premises

11AM-10PM

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises
FOOD SERVICE WILL BE CARRIED OUT FROM 4-8PM ON THURSDAY AND 10AM-8PM FRIDAY THROUGH SUNDAY.

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry? YES (if answered yes the remainder of this section must be completed)

Ages of children or young persons permitted entry

FAMILIES ARE WELCOME. ALL CHILDREN MUST BE ACCOMPANIED BY A RESPONSIBLE ADULT. THE STAFF RESERVE THE RIGHT TO REFUSE ALCOHOL SALES TO ADULTS WITH CHILDREN UNDER 12. CHILDREN MUST BE AT LEAST 1.5M FROM THE BAR AREA.

Times at which children or young persons permitted entry

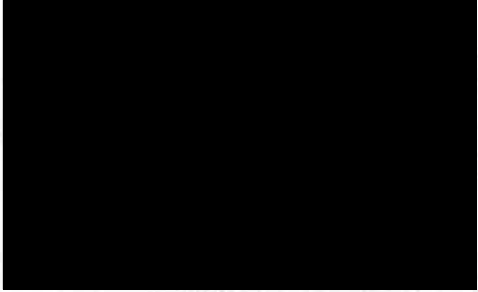
AS PER OUR CURRENT LICENSE WE WOULD ALLOW CHILDREN ENTRY WITH A RESPONSIBLE ADULT (PARENT) FROM 11AM UNTIL 8PM.

Parts of premises to which children or young persons permitted entry

BEER GARDEN

TOILET FACILITIES (PER GOVERNMENT GUIDANCE)

7. CHECKLIST	
I have - Please tick for yes	
<ul style="list-style-type: none"> Made or enclosed payment of the fee for the application 	BACS TRANSFER

8. Signature and declaration by applicant (see note 3)	
DECLARATION	
The contents of this Application are true to the best of my knowledge and belief.	
SIGNATURE 	DATE 17/06/20

NOTES

1. Section 56 of the Licensing (Scotland) Act provides that only:-

- The holder of a premises licence;
- The holder of a personal licence; or
- A representative of any voluntary organisation

is eligible to apply for an occasional licence

2. Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are, a statement of the terms on which they are allowed entry

3. Data Protection Act 1998

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

4. Information on the Licensing (Scotland) Act 2005 is available on the website of OPSI (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>)

PLEASE SUBMIT THIS SHEET WITH YOUR OCCASIONAL LICENCE APPLICATION FORM

SUPPLEMENTARY INFORMATION


<p>1. <u>Event</u></p> <p>(a) Please detail the type of event (e.g. birthday party, anniversary celebration, ceilidh, etc).</p> <p>(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc).</p>	<p>(a) POP UP SUMMER BAR & BEER GARDEN</p> <p>(b) LIVE MUSIC TBC = ACOUSTIC ONLY 6-9PM</p>
<p>2. <u>Attendance</u></p> <p>(a) Approximately how many people are expected to attend?</p> <p>(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)</p> <p>(c) In the main, what age group will form the majority of those attending? Tick one box.</p> <p>(d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)</p>	<p>35-50</p> <p>THIS FIGURE WILL BE BASED ON GOVERNMENT GUIDANCE ON SOCIAL DISTANCING RECOMMENDATIONS AND THE SPACE AVAILABLE.</p> <p>Under 18 <input type="checkbox"/></p> <p>18 - 30 <input type="checkbox"/></p> <p>30 - 50 <input checked="" type="checkbox"/></p> <p>Over 50 <input type="checkbox"/></p> <p>BOOKINGS WILL BE TAKEN FOR EACH DAY. WALK INS PERMITTED WHEN SPACE IS AVAILABLE (2 HOUR TIME LIMIT APPLIES).</p>

<p>3. <u>Stewarding</u></p> <p><i>Please note it is an offence under the Private Security Industry Act 2001 to <u>employ unlicensed door stewards.</u></i></p>	<p>NO DOOR STAFF WILL BE REQUIRED AS THIS WILL BE MANAGED BY PUB STAFF. PUB STAFF WILL MANAGE THE EXIT AND ENTRANCE</p>
<p>Unpaid volunteers performing this function are not covered by the Act, however. More information can be found at http://www.the-sia.org.uk/home</p> <p>(a) Please state the number, if any, of stewards to be employed at the event.</p> <p>(b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.</p>	<p>(a) N/A</p> <p>(b) N/A</p>
<p>4. <u>Layout Plans</u></p> <p>Please indicate if -</p> <p>(a) there is a plan attached to a Public Entertainment Licence issued for the premises; or</p> <p>(b) the premises is a registered club which has been issued with a premises licence; or</p> <p>(c) attach a detailed layout plan of the venue with the application</p>	<p>(a)</p> <p>b The Green has a Premise License. EL0196</p> <p>(c) BLOCK PLAN ATTACHED WHICH SHOWS CAR PARK AREA TO THE NORTH EAST OF PUB BUILDING.</p>

<p>5. <u>Applications Lodged by Voluntary Organisations or Registered Clubs Only</u></p> <p>Please list the dates of previous occasional Licences granted by the Board between 1st January and 31st December</p>	<p>NO</p>
<p>6. Will alternatives to glass receptacles be provided?</p>	<p>YES ALL PLASTIC OR PAPER PRODUCTS WHERE PEOPLE PURCHASE BOTTLED BEER OR OTHER GLASS BOTTLES IT WILL BE TRANSFERRED.</p>
<p>7. Where the event is for more than 100 persons, or where the event is relating to a Voluntary Organisation where more than four occasional licences per year are applied for, please give details here of the person trained to personal licence holder standard</p>	<p>Please attach a copy of your training certificate to this application</p>

<p>LICENSING OBJECTIVES **</p> <p>All holders of occasional licences must demonstrate how they will promote the 5 Licensing Objectives. Please provide practical examples of what you plan to do to comply with each objective.</p>	
<p>8. How will you prevent Crime and Disorder at the event?</p>	<p>ID WILL BE REQUIRED BY ANYONE UNDER 25 YEARS OF AGE.</p> <p>LIMITED TIME PER GUEST WILL BE IN OPERATION.</p> <p>NO ALCOHOL WILL BE SERVED TO ANYONE WHO APPEARS INTOXICATED.</p> <p>THE STAFF RESERVE TO RIGHT TO REFUSE SERVICE.</p>
<p>9. How will you secure Public Safety at the event?</p>	<p>SIGNAGE REGARDING HAND SANITER</p> <p>TOILETS WILL ONLY BE ACCESSIBLE WITH A MEMBER OF STAFF WHO HOLDS A KEY TO THE PUB DOOR. ANYONE WISHING TO USE TOILET FACILITIES WILL BE ESCORTED ACROSS THE ROAD WITH A MEMBER OF STAFF.</p> <p>THE BARRIER WILL BE BACK FROM THE ROAD ALLOWING ADEQUATE CURB SPACE FOR ROAD CROSSING WHEN EXITING THE AREA.</p>

<p>10. How will you prevent Public Nuisance at the event?</p>	<p>SIGNAGE WILL BE DISPLAYED ASKING PATRONS TO BE RESPECTFUL OF OUR NEIGHBOURS. OPENING HOURS WILL ONLY BE IN AFFECT DURING SOCIABLE HOURS. ALL CUSTOMERS WILL BE ASKED TO VACATE THE GARDEN AT 10PM.</p> <p>ADDITIONAL BINS AND REGULAR COLLECTION TO PREVENT LITTERING OF THE AREA.</p> <p>ANY MUSIC WILL BE KEPT TO AN APPROPRIATE LEVEL AS PER OUR USUAL BAR POLICY FOR THE BEER GARDEN.</p>
<p>11. How will you promote and protect Public Health at the Event?</p>	<p>CLEAN TOILET FACILITIES WHICH WILL BE CHECKED AND CLEANED EVERY HOUR BY A MEMBER OF STAFF.</p> <p>SANITISER STATIONS AVAILABLE AT VARIOUS LOCATIONS INCLUDING BAR, TABLES AND TOILETS.</p> <p>SIGNANGE FOR ROAD CROSSING AND SOCIAL DISTANCING.</p>
<p>12. How will you protect Children from Harm at the Event?</p>	<p>CHILDREN MUST BE ACCOMPANIED AT ALL TIMES BY A RESPONSIBLE ADULT.</p> <p>THE BAR STAFF WILL REFUSE SERVICE IF THEY DO NOT THINK THAT THIS IS BEING ADHERED TO.</p>

<p>SIGNATURE AND DECLARATION BY APPLICANT DECLARATION</p>			
<p>IT IS AN OFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</p>			
<p>(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))</p>			
<p>The contents of this Application are true to the best of my knowledge and belief.</p>			
<p>Signature</p>		<p>Date</p>	<p>17/06/20</p>

**** You can submit a separate Licensing Objectives Assessment where this is already in place.**



modified existing car park sign - Item 04

car park

Town Wall

60 to 62

Hilton Court

Hotel

West Church

Monument

COURT STREET

Shelter

Menu Cabinet location

Hanging Sign Item 01

Item 02

Item 03

4

2

3

1

7

50

5

5

to

8

59

60



THE GREEN POP-UP BEER GARDEN - THE RULES

WITH ALL GOOD THINGS THERE HAVE TO BE SOME RULES. WE LOVE OUR CUSTOMERS - PLEASE SHOW US THE LOVE BY RESPECTING OUR GARDEN RULES.

1. We love our NEIGHBOURS and with the lovely summer weather they too want to be out enjoying their gardens. Please be RESPECTFUL and keep the noise to an acceptable level and leave respectfully at the end of your visit.
2. Please SANITISE your hands regularly but especially when entering and exiting the beer garden using our dedicated entry and exit sanitising stations.
3. A booking can be made for a bubble group consisting of two joined households or up to 8 people from 2 households while always practicing appropriate safe distancing.
4. You have a 2 hour booking slot. Please be RESPECTFUL if a staff member reminds you to drink up, as they need to clean down the area prior to the next booking arriving.
5. Please adhere to current social distancing guidelines when meeting up with people outside your household bubble.
6. We will only be accepting card payments - contactless where possible. Please do not ask our staff member to accept cash. We have a zero cash handling policy which means no change. This is for the safety of our customers and staff members.
7. Please smoke in DEDICATED smoking areas so all of our customers can enjoy their drinks and meals in the garden. Smoking areas are for up to 2 persons and clearly marked.
8. Please ask a member of staff if you need to use the toilet facilities. Toilet facilities are available but they will be locked. A member of staff will escort you across the road and provide access. 1 adult or an adult accompanying children at any one time.
9. Table service only. No orders will be taken at the truck hatch.
10. Food and Drinks will be delivered to a collection point in the garden. Please be patient this is all new to everyone!
11. Please RESPECT our lovely team. They are working hard to give you a great, safe experience.

THANK YOU & ENJOY YOUR VISIT!
THE GREEN TEAM

APPENDIX 1 – FITNESS TO WORK SELF CERTIFICATION



FITNESS FOR WORK SELF CERTIFICATE

NAME (PLEASE PRINT):

RESTART DATE:

I CERTIFY I HAVE NO SYMPTOMS RELATING TO CORONAVIRUS AND CAN RETURN TO NORMAL WORKING DUTIES.

SIGNED:

DATE:

MANAGER SIGNED:

DATE:

RISK ASSESSMENT (June) 2020 Guidance

This document is a guide to assist you in completing your Risk Assessment for protection against Covid-19 in readiness for re-opening. This guide has been completed taking into consideration the Government Covid-19 Secure Guidelines as of 1st June 2020.

You do not have to use this document if you have completed your own Risk Assessment.

The lead tenant, as business owner must complete a Risk Assessment with operational oversight to the specific premises, he/she is responsible for. And, if using this guidance, must fully review the document and amend the detail to be specific to your premises following the most up to date Government Covid-19 Secure Guidelines when issued for Pubs.

We envisage compliance checks will be carried out by enforcement bodies such as EHO (Environmental Health Officer). We suggest best practice is to share your site-specific risk assessment with your local EHO.

Please note Section 3a refers to Team member in house Coronavirus training. You should have your own training for this, or you may wish to use the Free Flow Post Coronavirus modules that Greene King have provided. You must keep records of all training completed.

You must also brief your team to ensure they fully understand the controls put in place in your completed Risk Assessment and they each need to sign to say that they understand the controls.

Government guidance states you should share the results of your risk assessment with your workforce. If possible, you should consider publishing the results on your website (government states they expect all employers with over 50 workers to do so, but there is not an expectation for a smaller workforce than this). You should display a notice in your workplace stating you have followed the government guidance “Staying Covid-19 Secure in 2020” which lists the Five steps to safer working together. An example of this will be in the Covid-19 Secure Guidelines for Pubs and Restaurants when the Government issue it.

For your customers, we have developed signage to show “5 steps to safer socialising”.

RISK ASSESSMENT (June) 2020

Name of Premises & Location:THE GREEN HADDINGTON.....

Activity: **Protection against Covid-19**

Potential hazards: **Infection & illness**

1. **Coronavirus infection is acquired by 2 principle routes** - Whilst Coronavirus symptoms are often mild, it can cause acute illness & in some individuals death. Infection is acquired by 2 principle routes:
 - A. Airborne droplets carrying the virus which have been exhaled by an infected person. The risk is greatest when a person is displaying symptoms, but not all infected persons have symptoms. Coughs & sneezes increase infection risk. The virus can enter another person via mouth, nostrils or eyes.
 - B. Contamination of hands from touching a surface contaminated with virus particles (because an infected person has coughed or sneezed over it, or passed on the germs with their hands) & then touching your own face (mouth, nostrils, eyes) with your contaminated hands.

2. **Protect yourself from infection in 2 principle ways** - Assume everyone is infected:
 - A. SAFE SOCIALISING - Social distancing – as far as possible, keep the minimum distance advocated by government from all other people. This will reduce risk that you inhale airborne virus particles from an infected person.
 - B. WASH HANDS REGULARLY. Ensure all team members wash hands frequently & vigorously using soap and water for 20 seconds in which they have been trained. They should avoid touching their face. This should be monitored throughout & take teams to task when not employed. Regular reminders will help employees adopt this safe behaviour.

EFFECTIVE HANDWASHING WITH SOAP & WATER IS YOUR BEST DEFENCE AGAINST INFECTION

3. **Looking after your team** - Effective precautions must be employed which will significantly reduce transmission of the virus between people
 - A. All team members must complete in house Coronavirus Training before returning to work & on recruitment. This will make them aware of the controls within this RA (Risk Assessment). No team members may work unless they have completed the training.
 - B. Should a team member develop symptoms whilst at work, they should be sent home immediately to self-isolate. ** Insert your business procedures here **

- 4. Keep virus out of the building** – The Virus will only enter the building with another human. Either because they are infected or carry the virus on their hands. It is unlikely to be on stock delivered to the pub/restaurant.
- A. Display a conspicuous sign that persons can read before entering the building, instructing persons with Covid-19 symptoms not to enter the building.
 - B. Brief team members not to come to work if they have symptoms, or have had symptoms in last 7 days OR someone in their household has had symptoms in previous 14 days.
 - C. Before each team member starts a shift, take their temperature. If above 37.8C, that individual must immediately return home & self-isolate.
 - D. Erect hand hygiene stations at both customer & team member entrances, together with signage requiring all persons on entering the building sanitise their hands. Team members must wash hands thoroughly & in accordance with their training, on arrival at work.
 - E. Unless travelling alone in a private vehicle, team members must not travel to work in their work clothing. They should change on arrival at work washing hands before & after changing. If changing clothes is impractical, e.g. due to lack of facilities, they should wear outer clothing over their workwear which can be removed on arrival.
 - F. Team members must not work at more than one pub. Do not loan staff out to other pubs.
- 5. Contractors** – You should instruct contractors to attend outside of trading hours when possible. If they are required to attend during trading hours, you should request they do the following:
- A. Make an appointment with ** insert nominated person/title.
 - B. Call from car park/street on arrival so that access can be arranged, maintaining social distancing & coming into contact with minimum number of people.
 - C. Wear a face covering mask whilst in the building.
 - D. Beer deliveries will require access to cellar & then cellar vacated whilst stock is being delivered. Or alternatively social distance whilst delivery takes place. If possible, leave stock for 24hours or more before handling.
 - E. Always wear disposable gloves or wash hands after handling newly delivered stock.

Risk Assessment control table: The following table is a checklist for your risk assessment. If you answer “no” for any item you should provide further information on what alternative actions you are able to take to mitigate the risk.

	Control implemented (please tick Y/N)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
1.0	CUSTOMER			
1.1	Customer encouraged to pre-book tables.	<input checked="" type="checkbox"/>		<u>A form will be available on the website which will also capture details of the lead group member.</u>
1.2	Walk-ins permitted if tables are available.	<input checked="" type="checkbox"/>		<u>Staff will be available to assist with anyone who has not made a booking, including a form to capture lead persons details.</u>
1.3	Vertical drinking will not be permitted, although customers may use high tops in bar area.	<input checked="" type="checkbox"/>		
1.4	Put tape on floor parallel to bar to ensure tables & chairs do not encroach within the safe social distance of anyone working behind the bar.	<input checked="" type="checkbox"/>		<u>Table service only so no persons will be allowed near the bar area.</u>
1.5	Need to manage door during peak periods to ensure customers are not bunching inside the pub. Queuing at entrance or in car park might be necessary & social distancing may need to be encouraged via the door host.	<input checked="" type="checkbox"/>		<u>There will be one way in and one way out for toilet use. There will be a dedicated entry and exit point for the beer garden.</u>
1.6	Trade area must be set up to maintain social distancing, some tables & chairs removed or clearly marked as out of use.	<input checked="" type="checkbox"/>		
1.7	A single customer entrance has been identified with a separate exit door to ensure one-way flow of customers. Signage makes this clear.	<input checked="" type="checkbox"/>		<u>Sanitiser points at entry and exit.</u>
1.8	Alternative access point may be necessary for persons with impaired mobility. Ensure a plan is in place & team are aware of this.	<input checked="" type="checkbox"/>		
1.9	Customer toilets are managed for single entry or sufficient urinals, hand wash sinks & toilet cubicles are taken out of use to maintain social distancing.	<input checked="" type="checkbox"/>		<u>Staff will give access to toilets during operation of beer garden ensuring that only one person uses the toilet at any one time.</u>
1.10	Pinch points where social distancing cannot be maintained have been identified & suitable precautions employed. **Insert detail controls below or make a note if there are no pinch points	<input checked="" type="checkbox"/>		If more than 1 person is required to be serving on the truck they must try to maintain 1+ meter and wear a face mask. There will be regular cleaning down of bottles and other touch points. When a member of staff is providing access to the toilet, they will open the main doors to allow customers entry. They will remain in the building with the customer until they are ready to leave. Only one customer will be allowed at any one time unless they are accompanying children.

				Collection table will be in operation for drinks and food collection with only one table being served at one time.
1.11	If possible, open windows etc. to increase flow of external air into building.		<u>x</u>	<u>Windows cannot be opened in pub. Beer garden is open air.</u>

		Control implemented (please tick Y/N)		If a control has not been employed, what alternative control / actions taken to resolve
		Yes	No	
2.0	TEAM			
2.1	Team members can stagger breaks & take them away from customers or at least maintain social distancing.	<u>x</u>		<u>Breaks can be taken upstairs inside the pub</u>
2.2	Team members have been allocated to specific shift teams. Switching between teams should not take place unless absolutely necessary and only with approval.	<u>x</u>		<u>Rota will be developed to minimize mixing of teams.</u>
2.3	Team meetings may only be conducted remotely. Any necessary one to one meeting must observe social distancing.	<u>x</u>		
2.4	All team members with a specific workstation. e.g. behind bar or in kitchen, must be set up so that each station is self-sufficient to avoid unnecessary moving around which may compromise social distancing. Staff may occasionally pass each other on the cook-line or behind the bar, but this should be avoided as much as possible. This may mean that only one person is working the bar or one person in the kitchen.	<u>x</u>		<u>One bar person</u> <u>One person serving drinks</u> <u>One person monitoring toilets and acting as a road marshal</u> <u>Two people in the kitchen adhering to social distancing at individual stations.</u>
2.5	Keep uniforms clean. This gives customers confidence.	<u>x</u>		
3.0	BAR SET UP			
3.1	Where possible, all drinks will be served to customers seated at tables. Bar tenders should have their own workspace, including dedicated ice bucket, scoop, fruit & tongs. These together with any spirit bottles should be cleaned & sanitised at the end of each shift or on change over. If bar is large enough for 2 people, each space should be marked out with floor tape.	<u>x</u>		

4.0	KITCHEN SET UP			
4.1	Social distancing must be maintained in the kitchen. If this is not possible, then only one person to work there. More preparation & cleaning time may be required outside of trading hours. Where more than one person working in kitchen, each must have their own workstation. Do not mark out sections with floor tape, this may become a trip hazard & will become a dirt trap. Ensure each member of kitchen team understands the boundaries of their workstation & that they have their own dedicated utensils, including temperature probe.	x		Space for 2 persons working with social distancing. Hot pass separates two work stations

	Control implemented (please tick Y/N)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
	KITCHEN SET UP CONTINUED			
4.2	Record here, number who can work in kitchen. Do not include staff collecting food for service. <div style="border: 1px solid black; display: inline-block; padding: 2px 10px; margin-left: 20px;">2</div>	x		
4.3	Put utensils though pot wash machine between shifts.	<input checked="" type="checkbox"/>		
4.4	Do not share pens when completing due diligence paperwork.	<input checked="" type="checkbox"/>		
4.5	Disposable gloves should be worn for taking in food deliveries & then discarded once this task is complete. Remembering to wash hands after use.	<input checked="" type="checkbox"/>		
4.6	Only one person in walk in storage space at a time.	<input checked="" type="checkbox"/>		
4.7	Do not allow delivery drivers to enter the BOH (Back of House) area.	<input checked="" type="checkbox"/>		
5.0	HAND SANITISER DISPENSES			
5.1	Should be installed FOH (front of house) and BOH (back of house).	<input checked="" type="checkbox"/>		
5.2	At customer & team member entrance.	<input checked="" type="checkbox"/>		
5.3	Adjacent to working till, one for team & another for customers.	<input checked="" type="checkbox"/>		
5.4	BOH in location for frequent use.	<input checked="" type="checkbox"/>		
6.0	REDUCE CONTACT			
6.1	Display signage encouraging customers to use contactless payment or on Order & Pay digital platform if available.	<input checked="" type="checkbox"/>		Contactless payment will be made available at the collection table.

6.2	Identify a single till where customers can order & pay for food. Put tape on floor to identify social distancing requirements.	<input checked="" type="checkbox"/>		<u>Table service only.</u>
6.3	Any operational tills must be protected with a plexiglass screen & hand sanitizing gel. The PDQ machine & printer should be on the customer side of the screen. If plexiglass screen not available, use face visors, or social distancing should be maintained throughout the transaction (amend accordingly).		<input checked="" type="checkbox"/>	<u>Contactless machine will be used for table service. It will be placed on a table where drinks are collected. The staff will move back 2m while customer makes payment.</u>
6.4	Any cash transactions should be through the gap in the screen or if no screen ask customer to place cash on the counter and step back following social distancing throughout the transaction (amend accordingly).		<input checked="" type="checkbox"/>	<u>Cash payments will not be taken. BACS will also be another method used for payment for takeaways.</u>

	Control implemented (please tick Y/N)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
	REDUCE CONTACT CONTINUED			
6.5	Customers will be expected to remain seated; food & drink will be taken to their table or if customers are being served drink at the bar social distancing must be observed. The server moves back from the bar once placing drinks at the collection point (amend accordingly).	<input checked="" type="checkbox"/>		<u>Customers should only have to leave their tables when they are collecting food/drinks, finished or when going to the toilet.</u>
6.6	Team members will need to be FOH to deliver plated food & drinks to tables & to collect used crockery & glassware. In such circumstances social distancing cannot be maintained. Keep contact time with customers to a minimum. Ensure adequate face masks/coverings are available should team members wish to wear them.	<input checked="" type="checkbox"/>		<u>Disposable crockery will be used for our outside space</u>
7.0	TABLE SET UP & TURNING			
7.1	Tables will be left empty between customers.	<input checked="" type="checkbox"/>		<u>We will have a 10 minute window to clean down the table. There will be a member of staff who's specific job will be ensuring that tables are sanitized for next customers. A tent card will be placed on the table when it has been cleaned and ready for use.</u>
7.2	Cutlery & condiment sachets will be brought to table at same time food is served.	<input checked="" type="checkbox"/>		<u>Customers will collect these at the same collection point they collect their food.</u>
7.3	Single use napkins only & disposable sauce sachets. No reusable bottles.	<input checked="" type="checkbox"/>		
7.4	Clear, clean & sanitise tables & chair backs (where customers may have touched them) between each party of customers.	<input checked="" type="checkbox"/>		
7.5	If necessary, return table & chairs to safe distance from others.	<input checked="" type="checkbox"/>		

7.6	Use glass trays to collect empty glasses. Do not put fingers where customers mouths have been.	<input checked="" type="checkbox"/>		
7.7	Always wash hands after clearing tables & glassware.	<input checked="" type="checkbox"/>		<u>Disposable plastics will be used and we will ask our customer to assist with disposal as well as staff following guidelines on how to collect them.</u>
7.8	A pedal bin with close fitting lid, must be provided for staff to dispose of face masks & disposable gloves.	<input checked="" type="checkbox"/>		
8.0	CLEANING MONITOR			
8.1	Touching of some surfaces is unavoidable. Frequent cleaning with suitable sanitizer will kill the virus if it is on the surface	<input checked="" type="checkbox"/>		<u>Bar preparation areas will be sanitized regularly.</u>
8.2	Use your nominated cleaning sanitiser.	<input checked="" type="checkbox"/>		
8.3	Increase frequency of cleaning of all surfaces that are frequently touched. These include door push plates & handles, till buttons, card machines & office keypads, toilet handles & all taps, hand dryers, tables, chairs & AWP machines. During busy periods a dedicated person allocated to this task will increase customer confidence.	<input checked="" type="checkbox"/>		

		Control implemented (please tick Y/N)		
		Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
CLEANING MONITOR CONTINUED				
8.4	AWPs can continue to be played. Consider fitting a hand sanitiser dispenser to the wall adjacent to machine & applying tape to floor with a reminder that anyone not playing the machine needs to maintain social distance.			<u>n/a</u>

I declare this business is compliant with Covid-19 Secure guidelines & can safely trade and I have reviewed the Risk Assessment with each member of my team as outlined below.

SIGNED:		PRINT NAME:	
DATE:		JOB TITLE:	

Team:

By signing I agree and understand the controls that I must follow as outlined in the Risk Assessment above

TEAM MEMBER NAME	SIGNATURE	DATE
------------------	-----------	------



COVID WORKING PROCEDURES – THE GREEN POP-UP BEER GARDEN

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DISTANCING & PPE

1. TRY TO MAINTAIN A 1+ METER DISTANCE FROM OTHER MEMBERS OF STAFF UNLESS THEY MAKE UP PART OF YOUR HOUSEHOLD BUBBLE.
2. MAINTAIN A 2M DISTANCE FROM CUSTOMERS WHEN TAKING ORDERS OR CLEANING. CLEANING OF TABLES SHOULD BE DONE AFTER CUSTOMERS LEAVE AND A TENT CARD STATING TABLE IS CLEAN READY FOR NEXT CUSTOMER.
3. TABLES WILL BE APPROPRIATELY SPACED. PLEASE ENSURE CHAIRS ARE MOVED BACK TO ORIGINAL POSITIONS TO ENSURE SOCIAL DISTANCING IS MAINTAINED BY CUSTOMERS.
4. DRINKS ORDERS WILL BE PUT ON A TABLE TO BE COLLECTED BY THE CUSTOMERS THEMSELVES.
5. FOOD ORDERS WILL ALSO BE PLACED IN TAKEAWAY PACKAGING AND LEFT ON THE COLLECTION TABLE WITH A CUP OF CONDIMENTS FOR THE CUSTOMERS TO COLLECT.
6. PAYMENTS WILL BE CONTACTLESS WHERE POSSIBLE WITH TRANSACTIONS BEING PROCESSED AFTER EACH ORDER RATHER THAN A TAB FOR A TABLE TO KEEP WITHIN THE MAXIMUM PAYMENT AMOUNTS FOR CONTACTLESS.
7. STAFF ARE ENCOURAGED TO WEAR MASKS WHEN APPROACHING TABLES TO TAKE ORDERS. MASKS ARE NOT ESSENTIAL BUT CAN BE WORN IF THE STAFF MEMBERS FEEL MORE COMFORTABLE DOING SO.
8. ALL PPE WILL BE PROVIDED BUT PLEASE FEEL FREE TO WEAR YOUR OWN FACE MASKS IF YOU WISH.
9. KITCHEN STAFF WILL BE LIMITED TO 2 MEMBERS OF STAFF AT ANY ONE TIME WITH EACH PERSON WORKING AT OPPOSITE SIDES OF THE KITCHEN WITH THE HOTLIGHT STATION DIVIDING THE WORK STATIONS. FACEMASKS WILL BE WORN IN THE KITCHEN.
10. PPE MUST BE DISCARDED IN THE APPROPRIATE PEDAL OPERATED BIN PROVIDED.
11. CLEAR SIGNAGE WILL BE DISPLAYED AROUND THE GARDEN TO REMIND CUSTOMERS OF THE GUIDELINES. PLEASE ENSURE YOU INFORM EACH CUSTOMER OF THE ORDERING PROCESS AND TOILET PROCEDURE WHEN ALLOCATING THEM THEIR TABLE.
12. MENUS WILL BE ON CHALK BOARDS ON THE TRUCK SO NO NEED FOR PAPER OR DISPOSIBLE MENUS.

HANDWASHING & HYGIENE

1. WE ASK THAT STAFF AVOID CONTACT WITH THEIR FACE WHILE ON SHIFT AND IF YOU DO (THIS IS VERY HABITUAL SO EXPECTED) PLEASE SANITISE HANDS REGULARLY. HAND SANITISER WILL BE AVAILABLE TO USE ON THE TRUCK BAR AND IN THE GARDEN AND INSIDE THE PUB.
2. THE STAFF TOILET WILL BE THE TOILET UPSTAIRS. PLEASE ENSURE AFTER A TOILET BREAK YOU SANITISE ANY SURFACES TOUCHED WITH SANITISER SPRAY PROVIDED. DOOR WEDGES SHOULD BE USED WHERE POSSIBLE TO PREVENT REPEATED USE OF DOOR HANDLES.
3. STAFF (WEARING HI-VIZ VEST) ON SHIFT WILL BE REQUIRED TO ESCORT CUSTOMERS (1 ADULT AT A TIME OR 1 ADULT WITH CHILDREN) TO THE TOILET. THE STAFF MEMBER WILL HAVE A KEY TO ALLOW ENTRY AND MUST LOCK THE MAIN DOOR AFTER EACH VISIT.

4. STAFF MEMBERS WILL ALSO BE RESPONSIBLE FOR ENSURING THE TOUCH POINTS IN THE TOILET ARE SANITISED AFTER EACH USE.
5. HAND SANITISERS WILL BE LOCATED ON THE ENTRANCE AND EXIT OF GARDEN WITH SIGNAGE ENCOURAGING CUSTOMERS TO USE THEM ON ENTRY AND EXIT. THERE WILL ALSO BE A STATION SETUP OUTSIDE THE PUB.
6. ALL STAFF MEMBERS SHOULD KEEP A PEN AND PAD ON THEIR PERSON IF POSSIBLE SO THEY ARE NOT USED BY OTHER STAFF MEMBERS. PLEASE ENSURE YOU KEEP YOUR EQUIPMENT IN A SAFE PLACE / LABELLED BOX FOR USE EACH SHIFT. THIS EQUIPMENT IS FOR YOUR USE ONLY AND INCLUDES ITEMS SUCH AS PENS / PADS / BOTTLE OPENER. CLEAR ROLES AND RESPONSIBILITIES ARE DEFINED SO EACH MEMBER OF STAFF IS RESPONSIBLE FOR A SPECIFIC AREA OF THE GARDEN.
7. CLEAN CLOTHES / UNIFORM MUST BE WORN FOR EACH SHIFT.
8. REGULAR CHECKS OF ALL AREAS, REGULAR CLEANING (HOURLY CHECKS) AND REFILLING OF SANITISER IF REQUIRED.

ENTRY / EXIT OF THE BEER GARDEN

1. A BOOKING SYSTEM WILL BE IN PLACE SO ALL PEOPLE WISHING TO USE THE BEER GARDEN HAVE TO LOG THEIR DETAILS ON OUR WEB FORM. WE NEED TO KEEP RECORDS OF EVERYONE WHO VISITS ON A PARTICULAR DAY / TIME.
2. ANY WALK-INS DURING QUIETER PERIODS WILL NEED TO FILL OUT A FORM PRIOR TO ORDERING. PAPER FORMS CAN BE ISSUED IF CUSTOMER DOES NOT HAVE WEB ACCESS. THESE FORMS ARE SUBJECT TO GDPR AND MUST BE FILED IN ACCORDANCE WITH COMPANY POLICY. A FOLDER WILL BE PROVIDED AND THESE MUST BE KEPT IN A SECURE PLACE ON THE TRUCK AND TRANSFERRED AT THE END OF EACH DAY TO THE FILE IN THE OFFICE.

CHALLENGE 25 / FAMILIES WITH CHILDREN

1. ALL PERSONS WHO LOOK UNDER 25 MUST BE ASKED FOR ID AS PER OUR USUAL PROCEDURE. PLEASE KEEP A RECORD OF THE PERSONS NAME AND DATE OF BIRTH AND FORM OF ID PRESENTED AS PER OUR USUAL PROCEDURE.
2. DRINKS WILL BE LIMITED FOR THOSE WHO ARE RESPONSIBLE FOR YOUNG CHILDREN. WE HAVE A 2 HOUR TIME BOOKING SLOT SO ORDERING WILL BE LIMITED FOR EACH TABLE. CHILDREN ARE ALLOWED IN THE BEER GARDEN UNTIL 8PM.

SMOKING AREA

1. SO EVERYONE CAN ENJOY THE GARDEN THERE WILL BE DESIGNATED SMOKING AREAS AWAY FROM THE SEATED AREA. THERE WILL BE A 2 PERSON LIMIT WITH DISTANCING MEASURES IN PLACE.

WORKING PRACTICES – ROLES AND RESPONSIBILITIES & COMMUNICATION

- FOR BUSY PERIODS WE WILL HAVE A MINIMUM OF 3 STAFF MEMBERS. THE ROLES ARE AS FOLLOWS:

AREA / JOB TITLE	RESPONSIBILITIES
BAR TRUCK / BARTENDER	POURING DRINKS PER CUSTOMER ORDERS IDENTIFYING LOW STOCK AHEAD OF TIME AND COMMUNICATING WITH SERVERS / RUNNERS. PATRON SAFETY – YOU WILL HAVE A GOOD VANTAGE POINT FOR ALL AREAS OF THE GARDEN SO CAN FLAG UP ANY POTENTIAL ISSUES QUICKLY AND REPORT TO MANAGEMENT OR SERVERS.
GARDEN SERVER	CHECKING BOOKINGS AND ENSURING LEAD CUSTOMER PROVIDES DETAILS IF THEY ARE A RARE WALK-IN. TAKING ORDERS FROM TABLES COLLECTING ORDER FROM THE BAR TRUCK AND PLACING ON THE COLLECTION TABLE. COLLECTING FOOD ORDERS FROM THE LIFT AND PLACING ON COLLECTION TABLE. TAKING PAYMENTS FROM CUSTOMERS USING CONTACTLESS PAYMENT AND USING SOCIAL DISTANCING.
CUSTOMER SERVICE / SERVER	ENSURING CUSTOMER SAFETY AT ALL TIME AND ENSURE THAT NOISE LEVELS ARE RESPECTFUL FOR OUR NEIGHBOURS. ACTING AS A ROAD MARSHAL AND ESCORTING CUSTOMERS ACROSS THE ROAD AND GIVING ACCESS TO TOILETS PER PROCEDURE. ENSURING HIGH LEVEL OF CLEANLINESS IN THE GARDEN AREA INCLUDING RUBBISH COLLECTION AND TABLE CLEANING. FOOD TRUCK WILL HAVE A FIRST AID BOX IN CASE IT IS NEEDED.
MANAGEMENT	MANAGEMENT WILL BE ON HAND ON EACH SHIFT AND CONTACTABLE VIA PHONE OR WALKIE TALKIE IF NOT IN THE GARDEN.

- THE STAFF WILL HAVE WALKIE TALKIES TO COMMUNICATE ORDERS WITH THE KITCHEN AND TO COMMUNICATE WITH EACH OTHER.
 - CHANNEL 1 – BAR STAFF AND SERVERS (3 HANDSETS – TRUCK / SERVER / MANAGEMENT)
 - CHANNEL 2 – KITCHEN (1 HANDSET)
- STAFF MUST FILL OUT A FITNESS TO WORK ASSESSMENT SHEET PRIOR TO RETURNING TO WORK STATING THEY ARE FIT AND WELL FOR WORK AND ARE CARRYING NO SYMPTOMS OF CORONAVIRUS.

REQUIRED TRAINING

- ALL STAFF MEMBERS ARE REQUIRED TO COMPLETE THE 3 MAIN TRAINING MODULES LISTED BELOW PRIOR TO RETURNING TO WORK:
 - CORONAVIRUS: CUSTOMER SERVICE
 - CORONAVIRUS: PERSONAL PROTECTION

- c. CORONAVIRUS: CLEANING AND HYGIENE
2. SUPERVISORS AND MANAGERS ALSO HAVE TO COMPLETE THE FOLLOWING:
- a. PREPARING TO OPEN
 - b. SERVICE AFTER LOCKDOWN
 - c. TAKEAWAYS & DELIVERIES

18/06/2020

Your Ref: OCC212/20

Our Ref: JE/4926LIC/20

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



**POLICE
SCOTLAND**

Keeping people safe

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

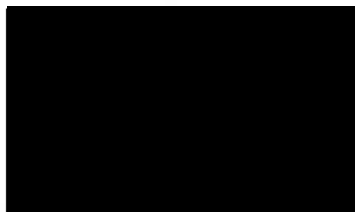
Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
OCCASIONAL LICENCE APPLICATION
PREMISES: THE GREEN
70 COURT STREET, HADDINGTON, EAST LOTHIAN, EH41 3AF.**

I refer to the above application and in terms of Section 58(1) (b) (ii) of the Licensing (Scotland) Act 2005, I make the following representation in relation to the application, and recommend that it be granted subject to the conditions as detailed on the attached appendix being applied.

This representation is submitted for your attention in consideration of this application.

Yours faithfully



John McKenzie
Divisional Commander

For enquiries please contact the Licensing Department on 01620-826147.

Appendix

1. A suitable security fence is erected on the side of the licensed area that abuts the main road (A6137, Hope Park) to assist in ensuring public safety and to prevent the danger of patrons stepping into the roadway from the licensed area, with a designated entry/exit and a member of staff delegated to manage the entry/exit of patrons at all times.
2. The applicant will ensure that there are suitable measures in place to manage the number of persons accessing the licensed area to ensure physical distancing in line with the current Scottish Government guidelines at the relevant time.
3. The applicant will provide a suitable number of portable/chemical toilets for the use of patrons in the licensed area, to prevent the need for patrons to cross the main road adjacent to the licensed area to use the facilities in nearby licensed premises.
4. The applicant will put measures in place to prevent patrons having to purchase take-ways meals from the adjacent licensed premises and then having to cross the main road adjacent to the licensed area, service of food should be within the licensed area.
5. Appropriate signage must be clearly displayed within the bar area, relative to age restrictions and the relevant conditions of the licence. Signage should clearly identify:
 - a. No under 18's served alcohol
 - b. Persons who appear to be under the age of 25 will be asked to provide identification
 - c. The specific opening and closing times of the bar
 - d. Responsible drinking message
 - e. Patrons are requested to have consideration for local residents when dispersing from premises
6. Children and Young Persons may remain until 2000 hours, but only if supervised by a responsible parent or guardian over the age of 25 years.
7. Access to the bar area should be restricted to persons of the age of 18 years and over i.e. no children or young persons to be permitted within 1.5 meters of the bar.
8. There are no amplified announcements / music / entertainment.
9. Plastic drinking containers should be used during the hours that the licensed area is open to the public
10. The licence holder shall ensure that staff or stewards working within the licensed area do not consume alcohol either during or at the conclusion of the licensed period.
11. The licence holder shall ensure that no alcohol purchased in the licensed area is allowed to be taken out of the licensed area.
12. The licence holder shall ensure that the toilets within the main building remain locked and that they have a system in place to ensure that persons requiring access to these are taken over to the area by staff.

Herkes, Gillian

From: Fruzynski, Rudi
Sent: 26 June 2020 08:02
To: Herkes, Gillian
Subject: RE: Attached Image OCC212/20

I recommend the licence be granted subject to the following conditions:

- A personal licence holder will be present at all times the outside drinking area is open to customers.
- A sign prohibiting sale or supply of alcohol to persons Under 18 to be clearly displayed at any bar servery.
- A sign stating that No children are permitted within 1.5 metres of any bar servery to be clearly displayed.
- All drinks should be served in approved plastic containers.
- Challenge 25 policy must be used.
- No amplified announcements / music / entertainment permitted to ensure that there is no disturbance or noise nuisance experience by nearby residents.
- At least one A4 notice must be prominently displayed at the entrance/Exit advising customers to be respectful of neighbours peace and quiet when leaving the outdoor area. The 'Be Nice To Our Neighbours – Please Leave Quietly' sign would be appropriate and can be found at http://www.eastlothianlicensingforum.co.uk/uploads/7/5/4/8/7548131/please_leave_quietly_-_pub_watch_sign.pdf
- An A4 notice should be prominently displayed in respect of road safety – i.e. 'Busy road outside. Look Left & Right before crossing. Assistance with crossing. Ask a member of our staff.'
- A Toilet Check list, as per the attached recommended guidance, is followed and implemented.
- If the toilets need to be accessed through the building a procedure of assisting by a Staff member must be put in place. The customer cannot roam the premises and this will assist with the hygiene/cleaning measures.
- A customer cannot be give blanket access to indoor areas of the adjacent licensed premises.
- The route to the toilet must be marked/barrier out –by moving tables/chairs to barrier off so the customer cannot get gain access to areas of the premises other than the toilets.
- If the toilet is a considerable distance away and difficult to find then access to the internal toilet is not granted and other external provision should be made available.
- The Guidance and risk assessments on re-opening per the following link must be followed - <https://www.eastlothian.gov.uk/supportyourreopening>
- A book of customers names and addresses must be maintained and be readily available to the Police, LSO and Environmental Health Officers for inspection.

R. Fruzynski
Licensing Standads Officer
Accredited Paralegal

Report from Roads Services re. application from The Green, Haddington, for an Occasional Licence

Good morning Kirstie,

I have spoken to Laura as well and she has confirmed that they will have an extra member of staff that will escort customers across the road when required, in which case we would be more assured that this will be done as safe as possible.

Regards,

Eleni Gigourtaki

Senior Roads Officer

East Lothian Council | Road Services | Infrastructure | Partnerships & Community Services

John Muir House | Haddington | East Lothian | EH41 3HA

01620 827540 📞 | egigourtaki@eastlothian.gov.uk

Report from Planning re. application from The Green, Haddington, for an Occasional Licence

I have been involved in previous correspondence regarding a beer garden that has been formed within the car park of The Green. There may be cases where planning permission would not be required for the temporary change of use of land to a beer garden, as Class 15 of the Town and Country Planning (General Permitted Development) (Scotland) Order allows the use of land (other than a building or land within the curtilage of a building) for any purpose, except as a caravan site, on not more than 28 days in total in any calendar year, and the erection or placing of moveable structures on the land for the purposes of that use. However in the case of The Green, planning permission would be required for this use given the site's location within the Haddington Conservation Area. Planning permission has not been sought or granted for the proposed beer garden, and use of it would therefore be a breach of planning control. Planning enforcement is a discretionary activity and Scottish Government policy and guidance sets out that planning authorities should act proportionately in responding to suspected breaches of planning control. Impact on business operations should be taken into account when considering appropriate enforcement action in any particular case. The Police are satisfied with the proposal. Should environmental health and road services also be satisfied, then it is my view that we are acting proportionately in not recommending that enforcement action be taken to secure the cessation of this short term use, although we do reserve the right to review this. If I may add, this position is entirely consistent with the advice given in a recent letter from the Scottish Government's Chief Planner, who advised "...there will be many circumstances in which reasonable, temporary relaxation of planning controls will help businesses to re-start and return some normality to life within our communities. Examples might include taking a reasonable, positive and supportive approach to allow temporary use for on-street seating for cafes and bars, beer gardens and similar to accommodate physical distancing; and also to enable seasonal businesses such as holiday parks to continue to operate beyond any conditioned limits to their seasons. This may be another example where agreement not to take enforcement action is all that is needed for a temporary period. Beyond any relaxation in planning to support temporary changes, there may of course be some matters to consider through other consenting and licensing regimes". The full letter can be viewed here:

<https://www.gov.scot/publications/coronavirus-covid-19---planning-procedures---chief-planner-letter-may-2020/>

Please let me know if you want to discuss.

Keith Dingwall
Service Manager - Planning

Licensing (Scotland) Act 2005, section 22
Notice of Objection or Representation

If you are completing this form by hand, please write legibly in block capitals using ink.

Please indicate below the type of notice you are making:

(please tick the appropriate box)

- Objection
 Representation

Please send your Objection or Representation to :

The Clerk to the Licensing Board
East Lothian Council
Licensing, Administration and Democratic
Services
John Muir House
Haddington
East Lothian
EH41 3HA

Any person may, by notice to the Licensing Board—

- (a) Object to the application on any ground relevant to one of the grounds for refusal specified in section 23(5), or
- (b) Make representations to the Board concerning the application
- If you are **OBJECTING**, please complete Part A of this form.
 - If you are **MAKING REPRESENTATIONS**, please complete Part B of this form.
 - **All parties** should complete Sections 1, 2 and Part C of this form.

YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM

Section 1 – Application Details:

This objection/representation relates to the following Application:

Applicant's name (if known): (This is the name of the applicant in respect of the licensed premises referred to in the application)	THE GREEN PUB	
Name & Address of premises:	THE GREEN PUB, 70 COURT STREET, HADDINGTON EH11 3AF	
This Application is for	• Premises Licence	<input type="checkbox"/>
	• Provisional Premises Licence	<input type="checkbox"/>
	• Variation of an existing Premises Licence	<input checked="" type="checkbox"/>
Application Number (if known)		

Section 2 – Objector/Representer Details:

If you fail to complete this section, the objection or representation may not be considered

(A) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title

Surname

First Name(s)

(B) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

Title

Mr Mrs Miss Ms Other _____
delete/complete as appropriate

Surname

First Name(s)

Address of person lodging objection/representation on behalf of organization (including postcode):

Name of Organisation:

Nature of Organisation e.g. resident's association, ward councilor, trade association

Address of Organisation (including postcode):

I own



it is

currently rented out

PART A - OBJECTION

I/we object to a premises licence being granted to the above premises, on the following grounds (delete any that do not apply):-

(a) ~~The premises are excluded premises.~~

Commented [redacted] I think we should just say what those are

(b) The application must be refused where:-

- ~~Section 25(2) (the Licensing Board has refused a premises licence application in respect of the premises less than a year before this application).~~
- ~~Section 64(2) (Granting the application would have the effect of allowing alcohol to be sold on the premises during a continuous period of 24 hours or more) or~~
- ✓ Section 65(3) (Granting the application would have the effect of allowing alcohol to be sold for consumption off the premises before 10am, after 10pm, or both). *Potentially after 10pm if people leave with their drinks*

Commented [redacted] I would put the first part without the brackets and put the section of the Act in brackets. This is meant for the public to understand so I would shy away from legalese

(b)(a) ~~That, having regard to the licensing objectives, the applicant is not a fit and proper person to be the holder of a premises licence for the following reasons:~~

(c) Granting the application would be inconsistent with one or more of the licensing objectives¹:-

<u>Objective</u>	<u>Explanation</u>
Preventing crime and disorder	People under the influence of alcohol are more likely to commit crime and create a disturbance

¹ Please indicate which of the licensing objectives the application would be inconsistent with, along with a concise explanation why. Please delete any of the objectives that do not apply.

<u>Objective</u>	<u>Explanation</u>
Securing public safety	staff will have to walk over the road to the beer garden. People will have to walk over the road to use the toilet if there are none provided

in the beer garden

<u>Objective</u>	<u>Explanation</u>
Preventing public nuisance	The beer garden is directly behind a house and next to a block of flats, there will be considerable noise from the beer garden disturbing neighbours

<u>Objective</u>	<u>Explanation</u>
Protecting and improving public health	Given the current corona virus situation, will social distancing be able to be achieved to given the size of the beer garden will a smoking area be provided separate to non smokers

	<u>Objective</u>	<u>Explanation</u>
	Protecting children and young persons from harm	will young children be allowed in the beer garden? will it be secure enough that they can't wander on to the road
(d)	<p>The premises are unsuitable for use for the sale of alcohol, having regard to²—</p> <ul style="list-style-type: none"> (i) the nature of the activities proposed to be carried on in the subject premises, (ii) the location, character and condition of the premises, and (iii) the persons likely to frequent the premises. <p>Please explain why: <u>Its a conservation area the beer garden is not interfering with the area</u> <u>It is likely to be busy as there are not many other beer gardens</u></p>	
(e)	<p>Granting the application would result in overprovision of licensed premises, having regard to the number and capacity of—</p> <ul style="list-style-type: none"> (i) licensed premises, or (ii) licensed premises of the same or similar description as the subject premises, <p>Please explain why:</p> <p>.....</p> <p>.....</p>	

² Please indicate which of the factors apply, with a concise explanation why. Please delete any that do not apply.

PART C: Additional Information/Supporting Documents

Please add here any additional comments you wish to make. If you are submitting any background written materials in support of your Objection/Representation it would be helpful if you could list them here:-

B - point 3, As beer etc will be provided in plastic glasses (presumably) people could potentially leave with their alcoholic drinks and drink on the street/in a park etc.

Please attach supporting documents/further pages as necessary. Please number all extra pages

I have read and understood the attached privacy notice

Your Signature

Date

25/6/20

**YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM
GDPR**

**Any person who has supplied personal information as part of this application
MUST READ AND UNDERSTAND THE ATTACHED PRIVACY NOTICE**

Section 1 – Application Details:

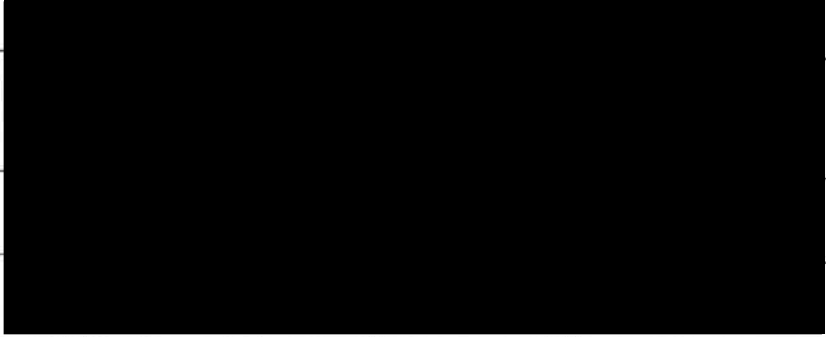
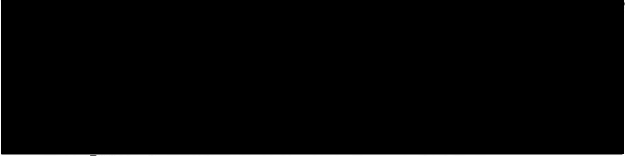
This objection/representation relates to the following Application:

Applicant's name (if known): (This is the name of the applicant in respect of the licensed premises referred to in the application)	LAURA MAYNE SWEENEY THE GREEN	
Name & Address of premises:	THE GREEN (CAR PARK) 70 COURT ST HADDINGTON EH41 3AF	
This Application is for	• Premises Licence	<input type="checkbox"/>
	• Provisional Premises Licence	<input type="checkbox"/>
	• Variation of an existing Premises Licence	<input type="checkbox"/>
	• Occasional Licence	<input checked="" type="checkbox"/>
Application Number (if known)		

Section 2 – Objector/Representer Details:

If you fail to complete this section, the objection or representation may not be considered

(A) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title	
Surname	
First Name(s)	
Address (including postcode):	

(B) COMPLETE IF YOUR ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____ delete/complete as appropriate
Surname	
First Name(s)	
Address of person lodging objection/representation on behalf of organization (including postcode):	
Name of Organisation:	
Nature of Organisation e.g. resident's association, ward councilor, trade association	
Address of Organisation (including postcode):	

PART A – OBJECTION

I/~~we~~ object to a premises licence being granted to the above premises, on the following grounds (delete any that do not apply):-

~~(a)~~ The premises are excluded premises.

~~(b)~~ The application must be refused where:-

- the Licensing Board has refused a premises licence application in respect the premises less than a year before this application - Section 25(2)
- Granting the application would have the effect of allowing alcohol to be sold on the premises during a continuous period of 24 hours or more - Section 64(2) or
- Granting the application would have the effect of allowing alcohol to be sold for consumption off the premises before 10am, after 10pm, o Section 65(3) or both - .

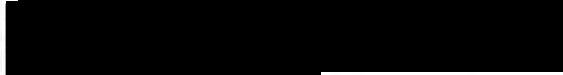
~~(b)(a)~~ That, having regard to the licensing objectives, the applicant is not a fit and proper person to be the holder of a premises licence for the following reasons:

(c) Granting the application would be inconsistent with one or more of the licensing objectives¹:-

<u>Objective</u>	<u>Explanation</u>
Preventing crime and disorder	

¹ Please indicate which of the licensing objectives the application would be inconsistent with, along with a concise explanation why. Please delete any of the objectives that do not apply.

<u>Objective</u>	<u>Explanation</u>
Securing public safety	NON-EXISTENT PAVEMENT FROM CAR PARK TO PEDESTRIAN CROSSING TO ESCORT PATRONS USING TOILETS

<u>Objective</u>	<u>Explanation</u>
Preventing public nuisance	BEER GARDEN IS LOCATED  GREAT CONCERN FOR NOISE DISRUPTION TILL 10PM IN THE EVENING.
<u>Objective</u>	<u>Explanation</u>
Protecting and improving public health	THE MAIN ROAD BETWEEN DOES NOT LEND ITSELF TO SAFE PASSAGE DUE TO NON EXISTANT PAVEMENT TO CROSSING

<u>Objective</u>	<u>Explanation</u>
Protecting children and young persons from harm	

(d) The premises are unsuitable for use for the sale of alcohol, having regard to²—

- (i) the nature of the activities proposed to be carried on in the subject premises,
- (ii) the location, character and condition of the premises, and
- (iii) the persons likely to frequent the premises.

Please explain why : CLOSE PROXIMITY TO RESIDENTIAL HOMES

.....

.....

(e) Granting the application would result in overprovision of licensed premises, having regard to the number and capacity of—

- (i) licensed premises, or
- (ii) licensed premises of the same or similar description as the subject premises,

Please explain why:

.....

.....

² Please indicate which of the factors apply, with a concise explanation why. Please delete any that do not apply.

PART B - REPRESENTATION

I/We wish to make these representations to the Board concerning the application: —

In support of the application.

As to modifications which should be made to the Operating Plan

As to conditions which should be imposed.

Other representations

PART C: Additional Information/Supporting Documents

Please add here any additional comments you wish to make. If you are submitting any background written materials in support of your Objection/Representation it would be helpful if you could list them here:-

Please attach supporting documents/further pages as necessary. Please number all extra pages

I have read and understood the attached privacy notice

Your Signature

[Redacted Signature]

Date

24/6/2020

**YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM
GDPR**

**Any person who has supplied personal information as part of this application
MUST READ AND UNDERSTAND THE ATTACHED PRIVACY NOTICE**

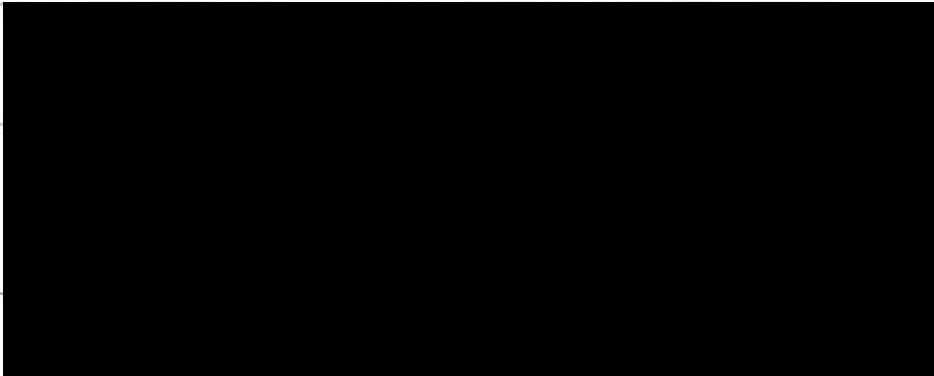
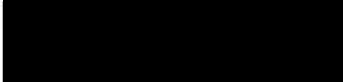
Section 1 – Application Details:

This objection/representation relates to the following Application:

Applicant's name (if known): (This is the name of the applicant in respect of the licensed premises referred to in the application)	Laura May McSweeney	
Name & Address of premises:	The Car Park opp. The Green 70 Court Street, Haddington EH41 3AF	
This Application is for	• Premises Licence	<input type="checkbox"/>
	• Provisional Premises Licence	<input type="checkbox"/>
	• Variation of an existing Premises Licence	<input type="checkbox"/>
	• Occasional Licence	<input checked="" type="checkbox"/>
Application Number (if known)		

If you fail to complete this section, the objection or representation may not be considered

4) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title	
Surname	
First Name(s)	
Address (including postcode):	

5) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____ delete/complete as appropriate
Surname	
First Name(s)	
Address of person lodging objection/representation on behalf of organization (including postcode):	
Name of Organisation:	
Nature of Organisation e.g. resident's association, ward councilor, trade association	

ostcode):

ART A -- OBJECTION

We object to a premises licence being granted to the above premises, on the following grounds (delete any that do not apply):-

- a) The premises are ~~excluded~~ premises.
- b) The application must be refused where:-
- the Licensing Board has refused a premises licence application in respect the premises less than a year before this application - Section 25(2)
 - Granting the application would have the effect of allowing alcohol to be sold on the premises during a continuous period of 24 hours or more - Section 64(2) or
 - Granting the application would have the effect of allowing alcohol to be sold for consumption off the premises before 10am, after 10pm, or Section 65(3) or both - .
- c)(a) That, having regard to the licensing objectives, the applicant is not a fit and proper person to be the holder of a premises licence for the following reasons:

N/A

- c) Granting the application would be inconsistent with one or more of the licensing objectives¹:-

<u>Objective</u>	<u>Explanation</u>
------------------	--------------------

¹ Please indicate which of the licensing objectives the application would be inconsistent with, along with a concise explanation why. Please delete any of the objectives that do not apply.

<p>Preventing crime and disorder</p>	
<p><u>Objective</u></p>	<p><u>Explanation</u></p>
<p>Securing public safety</p>	<p>The proposal envisages the frequent crossing of a busy road with limited visibility and with very narrow or non-existent pavement, by staff, drinkers and children alike. Many of those crossing and re-crossing the road will have consumed alcohol.</p> <p>The proposal sets out no plan for the management of social distancing for the management of queuing and for contactless payment at the truck/bar. These measures would support the minimization of virus transmission and in turn support the safety of the community at large.</p> <p>It is my opinion that the objective of securing public safety cannot be met given these foreseeable risks and significant omissions.</p>

<p><u>Objective</u></p>	<p><u>Explanation</u></p>	
-------------------------	---------------------------	--

lockdown there is a good deal of social catching up to do. Inevitably up to 50 people drinking will be noisy; the noise-with the hours of operation amounting to 35 hours a week, nota bene, will impact neighbours' quiet enjoyment of their gardens, and noise will likely be unavoidable at times within the houses of the immediate neighbours.

As there always has been, there will be some rowdy behaviour and street noise at 'throw out' time; only the numbers are potentially greater than previously.

Beer drinkers need toilets; the proposed toilet arrangements appear unworkable for large numbers of people and children, especially given likely social distancing requirements.

The objective of preventing public nuisance cannot, I think, reasonably be met in these circumstances.

Objective

Explanation

Objective

Protecting children and young persons from harm

Explanation

Children require close supervision when close to a busy road, a busy road that must be crossed to enter and leave the car park and to use the toilet. Alcohol use interferes with decision making and is viewed as being unhelpful in the effective supervision of children.

Given the proximity of the busy road and the need to cross and recross, any reasonable view would identify concerns as to whether the objective of securing the safety of children could be reliably and with certainty be met.

- d) The premises are unsuitable for use for the sale of alcohol, having regard to²—
- (i) — the nature of the activities proposed to be carried on in the subject premises,
 - (ii) the location, character and condition of the premises, and
 - (iii) — the persons likely to frequent the premises.

Please explain why:

The siting of a former military bomb disposal truck in the car park to operate as a bar may not be entirely appropriate within a conservation area.

.....

.....

- e) Granting the application would result in overprovision of licensed premises, having regard to the number and capacity of—
- (i) licensed premises, or
 - (ii) licensed premises of the same or similar description as the subject premises.

Please explain why:

.....

.....

ART B - REPRESENTATION N/A

We wish to make these representations to the Board concerning the application: —

support of the application.

N/A

² Please indicate which of the factors apply, with a concise explanation why. Please delete any that do not apply.

is to modifications
which should be
made to the
Operating Plan

is to conditions
which should be
imposed.

Other
representations

Please add here any additional comments you wish to make.

Above and beyond these objections I am bound to identify a range of process failures which, in my opinion, taken together support the view that the application should not have been allowed to go forward for consideration for an occasional license, since necessary legal hurdles were not cleared. These failures I think, can be laid at the door of the Council rather than the applicant.

In any view, I think, the application involves a change of use of the car park to a beer garden. It is suggested that the Planning Officer himself accepts that this is the position. In these circumstances the statutory duty imposed on the Council is for Planning to consider a change of use application. For reasons that are not clear, and for reasons that Councillors seem reluctant to answer, this does not seem to have happened. The application, if I am right, went forward not accompanied by the obligatory paperwork relating to the S.50 statement of suitability and food hygiene requirements. On the face of it, this has the appearance of amounting to a breach of statutory duty and clarification is therefore required.

Furthermore, the application published 18/06/20 finishes mid-sentence and is significantly incomplete. It is difficult to form a view about a proposal where there is uncertainty about what is being proposed. This problem remains uncorrected as I write at 19.00 on 24/06. As such the advert is significantly defective (again probably not the applicants fault).

Additionally, the only proforma form to use to make representation or objection that could be found by neighbours was in pdf form and could not be typed into, only handwritten. I know an elderly neighbour, perhaps likely to be the most affected by the proposed development, struggled with this. Only today, in response to a direct enquiry, was a usable version of the form received with the help of the licensing officer. If, beyond paying lip service to democratic involvement and 'everyone having their say', mechanisms facilitating such involvement are flawed and not really fit for purpose, then the checks and balances that supposedly support democratic involvement are compromised.

Finally, can I say, after this litany, that I do support the idea of flexible responses to the crisis where it is safe and appropriate. I have consistently used, enjoyed and supported Laddington's range of food and drink outlets, bars and restaurants over many years; they are an asset to the Town.

Section 1 – Application Details:

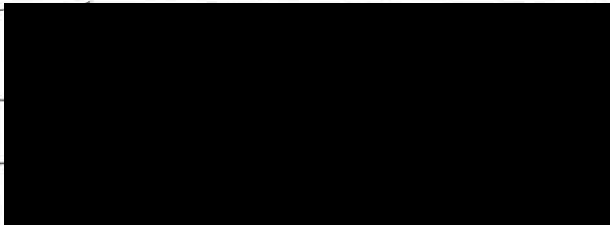
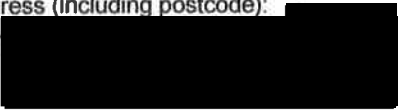
This objection/representation relates to the following Application:

Applicant's name (if known): (This is the name of the applicant in respect of the licensed premises referred to in the application)	LAURA MAY MCSWEENEY ES	
Name & Address of premises:	The GREEN (car park area) 70 COURT ST HADDINGTON EH41 3AF	
This Application is for	• Premises Licence	<input type="checkbox"/>
	• Provisional Premises Licence	<input checked="" type="checkbox"/>
	• Variation of an existing Premises Licence	<input type="checkbox"/>
Application Number (if known)	OCCASIONAL LICENCE FOR 18 th - 20 July 1920	

Section 2 – Objector/Representer Details:

If you fail to complete this section, the objection or representation may not be considered

(A) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title	
Surname	
First Name(s)	
Address (including postcode): 	

(B) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____ delete/complete as appropriate
Surname	
First Name(s)	
Address of person lodging objection/representation on behalf of organization (including postcode):	
Name of Organisation:	
Nature of Organisation e.g. resident's association, ward councilor, trade association	
Address of Organisation (including postcode):	

PART C: Additional Information/Supporting Documents

Please add here any additional comments you wish to make. If you are submitting any background written materials in support of your Objection/Representation it would be helpful if you could list them here:-

As an [redacted] I find the spaces allocated for comment on pages 4-6 are too small for my handwriting. Therefore I am attaching additional pages ~~to~~ ~~now~~ for this and also on:-

- 1) Relationship with licencees, past & present of the Railway/ The Bell and now the Green;
- 2) Rejected previous application for development of the adjacent premises at 1 Hope Park.
- 3) The process on completely this form,
- 4) Planning permission for this project

Please attach supporting documents/further pages as necessary. Please number all extra pages

I have read and understood the attached privacy notice

Your S

[redacted]

Date

25/6/20.

**YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM
GDPR**

**Any person who has supplied personal information as part of this application
MUST READ AND UNDERSTAND THE ATTACHED PRIVACY NOTICE**

1. Comment on issues raised in pages 4-6.

I fear that approval of this application may lead to disorder, as I am pretty sure that the clientele ~~is~~ ^{will} bring together groups of lively and ebullient young people who have been cooped up for 3 months. The opening hours seem to me to be far too lengthy, providing access for potentially up to 10 hours of drinking this is not good. The access to and departure from the ~~proposed~~ proposed 'beer garden' is dangerous as it necessitates crossing a busy road. This is a threat to public safety. There is also a strong possibility that there is a likelihood of a very negative impact on neighbours of the "garden" in Lower Station Road, Hope Park, and the residents of a nearby care home. Noise pollution is likely particularly should piped music be allowed. Refuse in the nearby area is also possible. In relation to public health I would ask you to consider carefully the section below on the previously rejected planning request for the development of 1 Hope Park some years ago. Also I am concerned about the monitoring of all of the above and of how the closing hours and departures from the 'garden' will be monitored by the LPA.

I am sure that the main activity in the garden will be drinking. Few will wish to book tables for meals given our

2.

unpredictable climate, and in the presence of probably exuberant young people. The area itself ~~is~~ is drab and quite unattractive. The 'bomb disposal truck' to be used as a bar is ugly. It is certainly not appropriate in a conservation, residential area.

3. Relationship with licensees

In the 39 years that I have lived in [REDACTED] I have generally had good relationships with the past licensees of the Railway (Bell) Green, though in the early 1980's I objected to a proposal for extending licensing hours, and was successful. This involved excessive noise pollution from discos held in the function room of the pub. This was a very stressful time for me and my late wife. This process should be in council records.

I have had very little contact with Linda MacSweeney and her partner, but in January this year I visited their house on 3 occasions to ask them to ensure that the volume of the bass beat of the music played during their now frequent discos and parties at weekends which often go on till 1 am. I was very anxious to avoid ~~complaining~~ complaining to the police given the experience of the 1980's. The discussion was polite and respectful on both sides. Assurances were given but the implementation was slow and not very effective. On one of these occasions I also mentioned that the noise coming from the present 'beer garden' at the back of the pub could be excessive. I hope the new proposal does not ~~bring~~ cause

4.

a similar problem. I have not spoken to them since.

I think it is a pity that Laura has chosen not to discuss this application with any neighbours of the pub. (though I think one person phoned her about it.) Had this been done it is possible / probable that a compromise acceptable to all would have been achieved. I would feel easier about this proposal if we were given a firm assurance that this 'bee garden' will be dismantled once pubs reopen and that the ugly truck is removed asap.

Please be aware that I am very conscious of the need to get revenue felt by the applicants. I am also sympathetic to their present situation.

5.

Previous Rejection of Development of No 1 Hope Park.

This property is linked to the green car park: its northern side is part of the southern boundary of the proposed 'beer garden'.

~~In time~~ Shortly after Wood and Hay left these premises (some years ago) a developer submitted an application for permission to convert the property into a flat. This was rejected on the grounds that there was inadequate paving at the entrance onto Hope Park. The paving is indeed very narrow and does not continue any further up Hope Park. So there is no paving at all in front of the whole length of the green's car park. It seems strange that this could lead to permission to cross a very busy road to the projected 'beer garden' in times when the road is much busier now than all these years ago. Additionally, drivers coming up from the traffic lights often accelerate to get up the incline quickly. This would greatly increase danger to public health.

Details of this decision should be in Council records.


6. The process involved in completing this form
I find it odd that to lodge an objection to an application for a license, one has to make it some time before the start and end of a similar temporary licence. This offers no opportunity to assess the results and consequences of the previous application.

7. Planning Permission for this project

I believe that any reasonable person would agree that this involves a change of use of premises. I believe too that this requires planning permission and that the Head Planning Officer acknowledges this, and yet chooses to ignore it in this case.

This appears to be ignoring a statutory provision, and is very difficult to understand.

Thank you for reading all this. I apologise for my shaky script, and I hope you will support my objection.



Section 1 – Application Details:

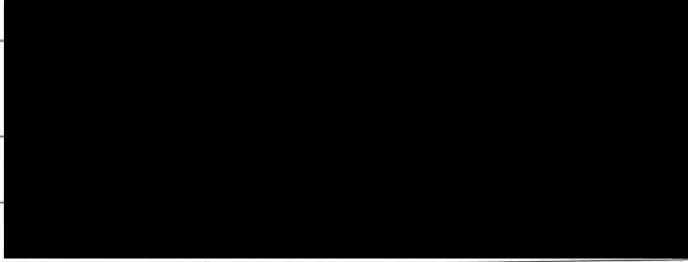
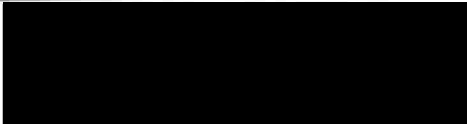
This objection/representation relates to the following Application:

Applicant's name (if known): (This is the name of the applicant in respect of the licensed premises referred to in the application)	
Name & Address of premises:	THE GREEN 70 COURT ST. EH413AF
This Application is for	<ul style="list-style-type: none">• Premises Licence <input type="checkbox"/>• Provisional Premises Licence <input type="checkbox"/>• Variation of an existing Premises Licence <input checked="" type="checkbox"/>
Application Number (if known)	

Section 2 – Objector/Representer Details:

If you fail to complete this section, the objection or representation may not be considered

(A) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title	
Surname	
First Name(s)	
Address (including postcode):	

(B) COMPLETE IF YOUR ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____ delete/complete as appropriate
Surname	
First Name(s)	
Address of person lodging objection/representation on behalf of organization (including postcode):	
Name of Organisation:	
Nature of Organisation e.g. resident's association, ward councilor, trade association	
Address of Organisation (including postcode):	

PART A – OBJECTION

I/we object to a premises licence being granted to the above premises, on the following grounds (delete any that do not apply):-

(a) The premises are excluded premises;

Commented [REDACTED]: I think we should just say what those are

(b) The application must be refused where:-

- Section 25(2) [the Licensing Board has refused a premises licence application in respect of the premises less than a year before this application],
- Section 64(2) [Granting the application would have the effect of allowing alcohol to be sold on the premises during a continuous period of 24 hours or more] or
- Section 65(3) [Granting the application would have the effect of allowing alcohol to be sold for consumption off the premises before 10am, after 10pm, or both].

Commented [REDACTED]: I would put the text First with the brackets and put the section of the Act in brackets. This is meant for the public to understand so I would shy away from legalese

(b)(a) That, having regard to the licensing objectives, the applicant is not a fit and proper person to be the holder of a premises licence for the following reasons:

(c) Granting the application would be inconsistent with one or more of the licensing objectives¹:-

Objective	Explanation
Preventing crime and disorder	

¹ Please indicate which of the licensing objectives the application would be inconsistent with, along with a concise explanation why. Please delete any of the objectives that do not apply.

<u>Objective</u>	<u>Explanation</u>
Securing public safety ROAD SAFETY	SITE OPEN ON TO A BUSY ROAD. THERE IS NO PAVEMENT BETWEEN THE SITE AND THE ROAD. (SITE) TO SERVE FOOD STAFF WILL HAVE TO CROSS THE ROAD. ALCOHOL IS INVOLVED.

<u>Objective</u>	<u>Explanation</u>
Preventing public nuisance NOISE & HYGIENE	THERE WILL BE DISTURBANCE TO NEIGHBOURS IN THE IMMEDIATE VICINITY THERE IS SHUTTERED HOUSING NEARBY. THERE ARE NO HYGIENE OR TOILET FACILITIES ON SITE.
<u>Objective</u>	<u>Explanation</u>
Protecting and improving public health COVID-19	DIFFICULT TO SEE HOW SOCIAL DISTANCING CAN BE MAINTAINED ARE TOILET ARRANGEMENTS FIT FOR PURPOSE? IN THE EVENT OF A COVID OUTBREAK WILL A RECORD OF CUSTOMERS BE KEPT FOR TRACING PURPOSES?

PART C: Additional Information/Supporting Documents


Please add here any additional comments you wish to make. If you are submitting any background written materials in support of your Objection/Representation it would be helpful if you could list them here:-

- FOR WHATEVER REASON PLANNING REGULATIONS HAVE NOT BEEN TRIGGERED IN THIS INSTANCE. THIS IS REGRETTABLE AS THERE ARE, IN MY OPINION, SIGNIFICANT RISKS INVOLVED INCLUDING PUBLIC SAFETY AND COMMUNITY WELFARE -
- THE GRANTING OF THIS TEMPORARY LICENCE SHOULD BE WITHHELD UNTIL THESE ISSUES ARE THOROUGHLY EXAMINED AND ASSESSED.

Please attach supporting documents/further pages as necessary. Please number all extra pages

I have read and understood the attached privacy notice

Your Signature



Date

24 JUNE 2020

YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM

GDPR

Any person who has supplied personal information as part of this application MUST READ AND UNDERSTAND THE ATTACHED PRIVACY NOTICE

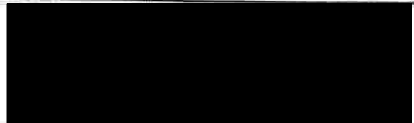
Section 1 – Application Details:

This objection/representation relates to the following Application:

Applicant's name (if known): (This is the name of the applicant in respect of the licensed premises referred to in the application)	LAURA MAY McSWEENEY	
Name & Address of premises:	THE GREEN (CAR PARK AREA) 70 COURT STREET HADDINGTON EH41 3AF	
This Application is for	• Premises Licence	<input type="checkbox"/>
	• Provisional Premises Licence	<input type="checkbox"/>
	• Variation of an existing Premises Licence	<input checked="" type="checkbox"/>
Application Number (if known)	OCCASIONAL LICENSE 18/07 - 31/07	

you fail to complete this section, the objection or representation may not be considered

COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title	
Name	
Name(s)	
Address (including postcode):	

COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____ delete/complete as appropriate
Name	
Name(s)	
Address of person lodging objection/representation on behalf of organization (including postcode):	
Name of Organisation:	
Role of Organisation e.g. resident's association, ward councilor, trade association	
Address of Organisation (including postcode):	

object to a premises licence being granted to the above premises, on the following grounds (delete any that do not apply):-

• The premises are excluded premises.

Commented [redacted] I think we should just say what those are

• The application must be refused where:-

- Section 25(2) [the Licensing Board has refused a premises licence application in respect the premises less than a year before this application],
- Section 64(2) [Granting the application would have the effect of allowing alcohol to be sold on the premises during a continuous period of 24 hours or more] or
- Section 65(3) [Granting the application would have the effect of allowing alcohol to be sold for consumption off the premises before 10am, after 10pm, or both].

Commented [redacted] I would put the text First without the brackets and put the section of the Act in brackets. This is meant for the public to understand so I would shy away from legalese

⇒ That, having regard to the licensing objectives, the applicant is not a fit and proper person to be the holder of a premises licence for the following reasons:

Granting the application would be inconsistent with one or more of the licensing objectives¹:-

<u>Objective</u>	<u>Explanation</u>
Preventing crime and disorder	

¹ Please indicate which of the licensing objectives the application would be inconsistent with, along with a concise explanation why. Please delete any of the objectives that do not apply.

Securing public safety	CUSTOMERS UNLIKELY TO CROSS AT LIGHTS - STAFF LIKEWISE CARRYING FOOD, PAVEMENT IS NARROW AND UNSUITABLE IN ANY CASE. RESTRICTED VISIBILITY OF THOSE CROSSING ESPECIALLY FOR VEHICLES DESCENDING HOPE PARK. SITE CAN ONLY BE ACCESSED BY CROSSING THE ROAD, ROAD TRAFFIC AND ALCOHOL IS NOT A GOOD MIX.
------------------------	--

<u>Objective</u>	<u>Explanation</u>
Preventing public nuisance	FOR 35 HOURS, 4 DAYS A WEEK, WITH UP TO 50 PEOPLE - RECENTLY LET OFF THE LOCKDOWN LEASH - DRINKING AND SOCIALISING, THERE WILL LIKELY BE SIGNIFICANT NOISE WHICH WILL AFFECT NEIGHBOURS' ENJOYMENT OF THEIR GARDENS, AND WILL PROBABLY BE AUDIBLE INDOORS. PRE-LOCKDOWN, WEEKEND, ROWDY STREET NOISE AND BEHAVIOUR WAS TOLERATED WITHOUT COMPLAINT AFTER CLOSING TIME. THE CONCERN IS THIS WILL LIKELY BE WORSE THAN BEFORE.
<u>Objective</u>	<u>Explanation</u>
Protecting and improving public health	A GATHERING OF 35 TO 50 PEOPLE FROM MULTIPLE HOUSEHOLDS IN A CAR PARK WALLED ON 3 SIDES, DRINKING, TALKING, PERHAPS SHOUTING OVER TRAFFIC NOISE, COULD PRESENT A COVID TRANSMISSION RISK. IT IS UNCLEAR HOW SOCIAL DISTANCING RULES COULD BE EFFECTIVELY "POLICED" BY STAFF AT ALL TIMES.

Objective	Explanation
Protecting children and young persons from harm	GIVEN THAT CHILDREN ARE NOT EXCLUDED FROM THIS APPLICATION IT IS ASSUMED THEY WOULD BE ADMITTED, GIVEN THE PROXIMITY OF THE ROAD, WITH NO PAVEMENT ENTRY, EXIT AND CROSSING (FOR THE TOILET) WOULD NEED CLOSE SUPERVISION. ALCOHOL USE IS IDENTIFIED AS A RISK FACTOR IN THE EFFECTIVE SUPERVISION OF CHILDREN
<p>(d) The premises are unsuitable for use for the sale of alcohol, having regard to²—</p> <p>(i) the nature of the activities proposed to be carried on in the subject premises,</p> <p>(ii) the location, character and condition of the premises, and</p> <p>(iii) the persons likely to frequent the premises.</p> <p>Please explain why: <u>FOOD PROPOSED TO BE FERRIED ACROSS A BUSY ROAD, ALCOHOL FROM AN EX-MILITARY TRUCK IN A CAR PARK WITHIN A CONSERVATION AREA, CARPARK BOUNDED BY ROAD AND RESIDENTIAL PROPERTIES.</u></p>	
<p>(e) Granting the application would result in overprovision of licensed premises, having regard to the number and capacity of—</p> <p>(i) licensed premises, or</p> <p>(ii) licensed premises of the same or similar description as the subject premises,</p> <p>Please explain why: <u>GIVEN THAT CHILDREN</u></p> <p>.....</p> <p>.....</p> <p>.....</p>	

² Please indicate which of the factors apply, with a concise explanation why. Please delete any that do not apply.

PART B - REPRESENTATION

I/We wish to make these representations to the Board concerning the application: —

In support of the application.

As to modifications which should be made to the Operating Plan

As to conditions which should be imposed.

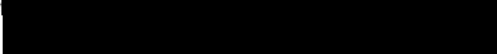
Other representations

Please add here any additional comments you wish to make. If you are submitting any background written materials in support of your Objection/Representation it would be helpful you could list them here:-

ADDITIONAL TO THESE OBJECTIONS AND CONCERNS IT IS WORTH NOTING THAT THE APPLICATION PUBLISHED ON THE COUNCIL WEBSITE STOPS MID SENTENCE AND IS INCOMPLETE, NO MENTION MADE OF CHILDREN - EXCEPT ON THEIR FACEBOOK ADVERT (17/66) HERE "FAMILY TIME" IS ADVERTISED. NO MENTION IS MADE OF THE MANAGEMENT OF QUEUES OR OF PAYMENT METHOD. IN THE ABSENCE OF CONTACTLESS PAYMENT FOR ALCOHOL AT THE TRUCK, COVID RISKS COULD ESCALATE WITH THE HANDLING OF CASH, THE ALTERNATIVE BEING MORE ROAD CROSSINGS TO PAY IN PERSON. THE ABSENCE OF ANY BULLET PROVISION IS GLARING, THE RISKS ASSOCIATED WITH CONSTANT ROAD CROSSINGS ARE OBVIOUS AND WHOLLY FORESEEABLE. BEYOND THIS THE PROPOSAL AMOUNTS TO A CLEAR CHANGE OF USE FROM A CAR PARK TO BEER GARDEN. WE ARE TOLD THE PLANNING OFFICER ACCEPTS THE PROPOSAL AMOUNTS TO A CHANGE OF USE, STATUTORY PROVISION REQUIRES THE MATTER TO BE CONSIDERED BY THE PLANNING COMMITTEE IN THESE CIRCUMSTANCES. THIS IS A DUTY. IF THAT IS RIGHT, THE DECISION TO GO FORWARD WITHOUT THE NECESSARY S.50 CERTIFICATE OF SUITABILITY WAS WRONG IN PRINCIPLE AND IN BREACH OF STATUTORY DUTY. SADLY, NO ATTEMPT HAS BEEN MADE AT ANY POINT TO SPEAK TO AFFECTED NEIGHBOURS TO DISCUSS PLANS OR SEEK COMPROMISE ON No.5 OF CUSTOMERS OR OPENING HOURS.

Please attach supporting documents/further pages as necessary. Please number all extra pages

I have read and understood the attached privacy notice

Your Signature	
Date	24/06/20

YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM

JPR

Any person who has supplied personal information as part of this application MUST READ AND UNDERSTAND THE ATTACHED PRIVACY NOTICE

Section 2 – Objector/Representer Details:

If you fail to complete this section, the objection or representation may not be considered

(A) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title

Surname

First Name(s)

Address (including postcode):

(B) COMPLETE IF YOUR ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

Title

Mr Mrs Miss Ms Other _____
delete/complete as appropriate

Surname

First Name(s)

Address of person lodging
objection/representation on behalf of
organization (including postcode):

Name of Organisation:

Nature of Organisation e.g. resident's
association, ward councilor, trade
association

Address of Organisation (including
postcode):

PART A – OBJECTION

I/we object to a premises licence being granted to the above premises, on the following grounds (delete any that do not apply):-

(a) ~~The premises are excluded premises.~~

(b) ~~The application must be refused where:-~~

- ~~• Section 25(2) [the Licensing Board has refused a premises licence application in respect the premises less than a year before this application],~~
- ~~• Section 64(2) [Granting the application would have the effect of allowing alcohol to be sold on the premises during a continuous period of 24 hours or more] or~~
- ~~• Section 65(3) [Granting the application would have the effect of allowing alcohol to be sold for consumption off the premises before 10am, after 10pm, or both].~~

(b)(a) ~~That, having regard to the licensing objectives, the applicant is not a fit and proper person to be the holder of a premises licence for the following reasons:~~

(c) Granting the application would be inconsistent with one or more of the licensing objectives¹:-

<u>Objective</u>	<u>Explanation</u>
Preventing crime and disorder	

¹ Please indicate which of the licensing objectives the application would be inconsistent with, along with a concise explanation why. Please delete any of the objectives that do not apply.

<u>Objective</u>	<u>Explanation</u>
Securing public safety	<i>Absence of a pavement and poor visibility of road traffic when leaving the site makes access dangerous. This applies particularly to customers leaving the site, visiting toilets in the main building, and to staff crossing the road frequently to deliver food, etc. from The Green pub.</i>

<u>Objective</u>	<u>Explanation</u>
Preventing public nuisance	<i>The site is closely overlooked by private dwellings (particularly Nos 1, 2 and 3 Station Road) and any noise from customers will have a serious impact on residents. There is no indication of noise limitation or reduction procedures in place. But if there are to be 35 - 50 customers (as indicated in a previous licence application) then the noise will inevitably be considerable.</i>
<u>Objective</u>	<u>Explanation</u>
Protecting and improving public health	

<u>Objective</u>	<u>Explanation</u>
Protecting children and young persons from harm	<p><i>The licence application as published on the Council web site gives no indication whether children will be present, but if they are then particular attention must be given to their safety given the open access of the car park to a busy road with limited visibility and no pavement as indicated above.</i></p>
<p>(d) The premises are unsuitable for use for the sale of alcohol, having regard to²—</p> <ul style="list-style-type: none"> (i) the nature of the activities proposed to be carried on in the subject premises, (ii) the location, character and condition of the premises, and (iii) the persons likely to frequent the premises. <p>Please explain why : <i>I am not aware of any application having been made for Planning Permission for the change of use of the car park in a Conservation Area. In the absence of due consideration by the Planning Authorities the default assumption must be that these premises are unsuitable for use as a Beer Garden</i></p>	
<p>(e) Granting the application would result in overprovision of licensed premises, having regard to the number and capacity of—</p> <ul style="list-style-type: none"> (i) licensed premises, or (ii) licensed premises of the same or similar description as the subject premises, <p>Please explain why:</p> <p>.....</p> <p>.....</p>	

² Please indicate which of the factors apply, with a concise explanation why. Please delete any that do not apply.

PART B - REPRESENTATION

I/We wish to make these representations to the Board concerning the application: —

In support of the application.

As to modifications which should be made to the Operating Plan

As to conditions which should be imposed.

Other representations

PART C: Additional Information/Supporting Documents

Please add here any additional comments you wish to make. If you are submitting any background written materials in support of your Objection/Representation it would be helpful if you could list them here:-

My particular concerns are for the safety of customers and staff entering and leaving the site across a busy road. There is no pavement on that side of the road in either direction. Visibility of on-coming traffic from the north is very restricted by the bend in the road (see photos below). Customers will need to cross the road to the main pub building to access toilets and to leave the beer garden. Staff will need to cross the road frequently when delivering food from the kitchens to the tables. If children are present then there is no gate restricting access to the road. It is obvious that customers arriving from, or departing to, Station Road will not cross the road at the exit, walk down the pavement and cross again at the lights; they will walk down the road on west side where there is no pavement. This would be particularly dangerous after a few beers.



Restricted visibility to north



Absence of pavement to south for access to Station Road

Please attach supporting documents/further pages as necessary. Please number all extra pages

I have read and understood the attached privacy notice

Your Signature

[Redacted Signature]

Date

24th June, 2020

YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM

GDPR

Any person who has supplied personal information as part of this application MUST READ AND UNDERSTAND THE ATTACHED PRIVACY NOTICE

EAST LoTHIAN COUNCIL



PRIVACY NOTICE

The Data Controller of the information being collected is East Lothian Licensing Board. The information is collated on its behalf by East Lothian Council.

The Data Protection Officer can be contacted at 01620 827989 Email: DPO@eastlothian.gov.uk

Your information is being collected to use for the following purposes:

- The processing of an application for a premises licence
- The determination of an application for a premises licence
- The issue of any premises Licence granted
- Inclusion on the Register of premises Licences available for public inspection
- Ensuring compliance with the terms of the Premises Licence
- The processing of any complaints made in respect of the Premises Licence
- The determination of any complaints made in respect of the Premises Licence

Your information is:

Being collected by East Lothian Council on behalf of the East Lothian Licensing Board

The legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Legal Obligations	X	Processing is necessary for one of the Conditions in Part 2 of Schedule 1 to the Data Protection Act 2018 referring to substantial public interest in terms of paragraph 6 thereof as processing is necessary for the exercise of a function conferred on a person by an enactment or rule of law	X

Where the legal basis for processing is either Performance of a contract or Legal obligation, please note the following consequences of failure to provide the information:

If you fail to provide the information required on the attached pro forma, East Lothian Council may not be in a position to accept the objection/representation as competent or relevant. This means that your objection/representation will not be considered when determining whether the application to which your objection/representation relates is determined.

Your information may be shared with the following recipients or categories of recipient:

- | | |
|---|---|
| <ul style="list-style-type: none">• <i>Police Scotland</i>• <i>Scottish Fire & Rescue Service</i>• <i>Public Health</i>• <i>The applicant and/or the applicant's agent</i>• <i>Neighbouring Proprietors</i>• <i>Some information will also be shared with the Public via the Register of Premises Licences</i> | <ul style="list-style-type: none">• <i>Licensing Standards Officers</i>• <i>Planning Services</i>• <i>Building Standards</i>• <i>Environmental Health</i>• <i>Community Councils</i>• <i>The Scottish Government</i> |
|---|---|

The retention period for the data is:

- | |
|--|
| <ol style="list-style-type: none">(1) Where an application relates to the grant of a premises licence, variation of premises licence, or transfer of premises licence is refused by the Board, information relating to that application will be retained on the Licensing Register for a period of 5 years from the date of refusal and thereafter will be destroyed.(2) In any other case, where information relates to a premises licence, that information will be retained on the Licensing Register for a period of 5 years from the date the premises licence ceases to have effect and thereafter will be destroyed. |
|--|

Please note that you have the following rights:

- to withdraw consent at any time, where the legal basis specified above is consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- To object, where the legal basis specified above is:
 - (i) Performance of a Public Task; or
 - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.

Section 1 – Application Details:

This objection/representation relates to the following Application:

Applicant's name (if known): (This is the name of the applicant in respect of the licensed premises referred to in the application)	LAURA MCSWEENEY	
Name & Address of premises:	THE GREEN 70 COURT STREET HADDINGTON	
This Application is for	• Premises Licence	<input checked="" type="checkbox"/>
	• Provisional Premises Licence	<input type="checkbox"/>
	• Variation of an existing Premises Licence	<input type="checkbox"/>
Application Number (if known)		

Section 2 – Objector/Representer Details:

If you fail to complete this section, the objection or representation may not be considered

(A) COMPLETE IF YOU ARE OBJECTING OR LODGING A REPRESENTATION AS AN INDIVIDUAL

Individual Title

Surname

First Name(s)

Address (including postcode):

(B) COMPLETE IF YOUR ARE OBJECTING OR LODGING A REPRESENTATION ON BEHALF OF AN ORGANISATION

Title Mr Mrs Miss Ms Other _____
delete/complete as appropriate

Surname

First Name(s)

Address of person lodging objection/representation on behalf of organization (including postcode):

Name of Organisation:

Nature of Organisation e.g. resident's association, ward councilor, trade association

Address of Organisation (including postcode):

PART A – OBJECTION

I/we object to a premises licence being granted to the above premises, on the following grounds (delete any that do not apply):-

(a) The premises are excluded premises

Commented [REDACTED]: I think we should just say what those are

(b) The application must be refused where:-

- Section 25(2) [the Licensing Board has refused a premises licence application in respect the premises less than a year before this application],
- Section 64(2) [Granting the application would have the effect of allowing alcohol to be sold on the premises during a continuous period of 24 hours or more] or
- Section 65(3) [Granting the application would have the effect of allowing alcohol to be sold for consumption off the premises before 10am, after 10pm, or both].

Commented [REDACTED]: I would put the text First with the brackets and put the section of the Act in brack This is meant for the public to understand so I would shy away from legalese

(b)(a) That, having regard to the licensing objectives, the applicant is not a fit and proper person to be the holder of a premises licence for the following reasons:

(c) Granting the application would be inconsistent with one or more of the licensing objectives¹:-

Objective	Explanation
Preventing crime and disorder	

¹ Please indicate which of the licensing objectives the application would be inconsistent with, along with a concise explanation why. Please delete any of the objectives that do not apply.

<u>Objective</u>	<u>Explanation</u>
Securing public safety	POTENTIAL TRAFFIC HAZARD ACCESS TO THIS SITE IS NOT SAFE

<u>Objective</u>	<u>Explanation</u>
Preventing public nuisance	
<u>Objective</u>	<u>Explanation</u>
Protecting and improving public health	

<u>Objective</u>	<u>Explanation</u>
Protecting children and young persons from harm	
<p>(d) The premises are unsuitable for use for the sale of alcohol, having regard to²—</p> <p>(i) the nature of the activities proposed to be carried on in the subject premises,</p> <p>(ii) the location, character and condition of the premises, and</p> <p>(iii) the persons likely to frequent the premises.</p> <p>Please explain why :</p> <p style="text-align: center;">SITE IS WITHIN A RESIDENTIAL AREA WHICH IS ALSO A CONSERVATION AREA</p>	
<p>(e) Granting the application would result in overprovision of licensed premises, having regard to the number and capacity of—</p> <p>(i) licensed premises, or</p> <p>(ii) licensed premises of the same or similar description as the subject premises,</p> <p>Please explain why:</p> <p>.....</p> <p>.....</p>	

² Please indicate which of the factors apply, with a concise explanation why. Please delete any that do not apply.

PART B - REPRESENTATION

I/We wish to make these representations to the Board concerning the application: —

In support of the application.

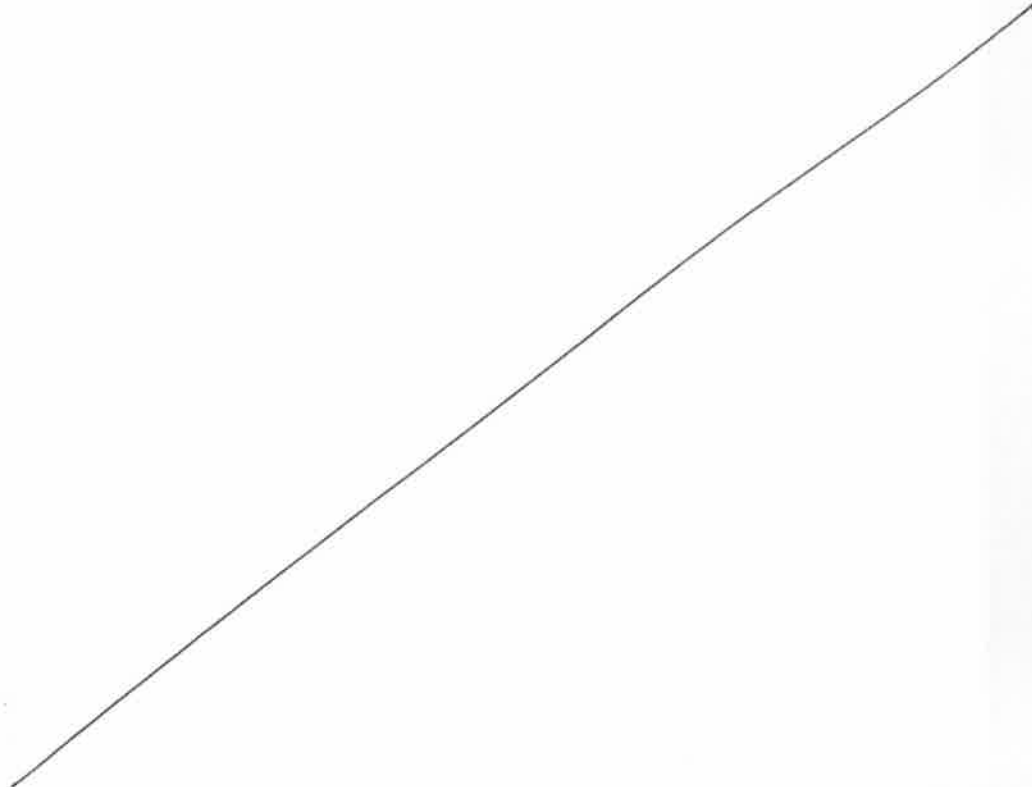
As to modifications which should be made to the Operating Plan

As to conditions which should be imposed.

Other representations

PART C: Additional Information/Supporting Documents

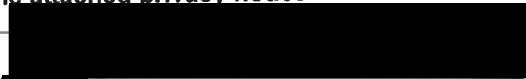
Please add here any additional comments you wish to make. If you are submitting any background written materials in support of your Objection/Representation it would be helpful if you could list them here:-



Please attach supporting documents/further pages as necessary. Please number all extra pages

I have read and understood the attached privacy notice

Your Signature



Date

24th JUNE 2020

YOU MAY WISH TO CONSULT YOUR SOLICITOR BEFORE COMPLETING THIS FORM

GDPR

**Any person who has supplied personal information as part of this application
MUST READ AND UNDERSTAND THE ATTACHED PRIVACY NOTICE**

Herkes, Gillian

From: Laura McSweeney <info@thegreenhaddington.com>
Sent: 24 June 2020 16:03
To: Winter, Maree
Subject: Fwd: From [REDACTED] following on from our call.

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Maree

Thanks for this information.

I have attached below communication we had had with one of the neighbours in advance of this. She had contacted us asking for more clarity and Given the tone of the email she seemed happy with our plans. We are not out with sociable hours and we have a kerb space between our fencing and the roadside in question. Can you let us know how we need to proceed? Obviously full guidance on proper use of the beer garden will be issued and displayed in due course and our Facebook advertisements were merely teaser emails as part of our marketing plan. She had also advised me she had spoken with other neighbours and had passed my number on to a [REDACTED] who is currently shielding so he could get in touch and ask any questions. She also stated she wished to book a table in the email below!

Please let me know if there is anything we need to do on this. We've put a lot of work in so far and communication so I'm confused where this objection has come from.

Many thanks
Laura
07736255459

Sent from my iPhone

Begin forwarded message:

From: Laura McSweeney <info@thegreenhaddington.com>
Date: 13 June 2020 at 19:15:54 BST
To: [REDACTED]
Subject: Re: From [REDACTED] following on from our call.

Appreciate you speaking to [REDACTED]

Thank you
Laura

Sent from my iPhone

On 13 Jun 2020, at 19:04, [REDACTED]
[REDACTED] wrote:

Thanks Laura

Just to let you know I spoke to [REDACTED] about what is proposed and we are both of a similar view on this.

We totally understand why you'd want to try a pop up beer garden as we emerge from this crisis. The test for us, as a directly affected neighbour, will be whether noise levels are acceptable but we will call you if there's a problem.

We both want to support local businesses generally, but that being said, please don't take this as our consent to a regular or permanent beer garden in the car park.

Good luck with all your preparations and hopefully the weather will be kinder than it has been this weekend - so far!

[REDACTED]

On 11 Jun 2020, at 21:02, Laura McSweeney
<info@thegreenhaddington.com> wrote:

Hi [REDACTED]

We are aiming for 4th of July but that will all be dependent on our progress with our risk assessments, staff training and general logistics. That will certainly be the earliest we will open.

I will be running the booking system the same way as we operate our takeaway service whereby all bookings must come through email or Facebook. I am the only person who accesses and responds to these, so it gives us total control. We then have a centralised diary system and provide updates for staff ahead of their shift. Of course I expect there to be on the day bookings, but as we are across the road we can communicate these easily.

As soon as we start taking bookings I will get back in touch regarding booking a time. Unfortunately bookings made ahead of time will be subject to weather conditions on that day. Quite a lot stacked against us given the unpredictable Scottish weather but then nothing is predictable at the moment. We will give it a go and see how we go!

Best regards,

Laura

Sent from my iPhone

On 11 Jun 2020, at 20:02, [REDACTED]

[REDACTED]
wrote:

Hi Laura

Our emails just crossed.

Thanks for taking some time to outline your plans and thinking for the pop up beer garden. I called [REDACTED] and he's still a bit wary from a noise point of view, so if you can re-assure him in person that would be kind.

I'm waiting to hear back from the owner of [REDACTED] [REDACTED] I will give her your number in case she wishes to speak to you directly.

Next week's Route Map Update permitting - I forgot to ask when you are hoping to be up and running and how the booking system would work as we'd like to book a slot!

Now you have both my email address and mobile should you need it.

[REDACTED]