

EL0375

EAST LoTHIAN LICENSING BOARD

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

\*Delete as appropriate

Licensing (Scotland) Act 2005, section 20

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

5

Question 1

Name, address and postcode of premises to be licensed.

CATHERINE BOOT  
[REDACTED]

Question 2

Particulars of applicant

East Lothian Council  
Licensing

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

17 MAR 2021

CATHERINE A. BOOT. DOB [REDACTED] ENWICK  
ADDRESS AS ABOVE.  
TEL: [REDACTED]  
EMAIL: [REDACTED]

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

[REDACTED]

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

WINE WEDNESDAYS NORTH BERWICK  
- SOLE TRADER .

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

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

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

**Question 3**

*Previous applications*

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

*If YES – provide full details*

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**Question 4**

*Previous convictions*

4 Has the applicant or any connected person ever been convicted of a relevant or foreign offence (1)	YES/NO*
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*\*If YES – provide full details*

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

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

(1) In addition to any convictions held by the applicant at the time of application, applicants should also familiarise themselves with the contents of section 24(1) of the Licensing (Scotland) Act 2005 in respect of any convictions for relevant or foreign offences which they may receive during the period beginning with the making of the premises licence application and ending with determination of the application.

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

**Question 5**

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

THE PREMISES IS [REDACTED]  
I WILL RUN AN ONLINE LOCAL WINE DELIVERY BUSINESS, TAKING ORDERS IN ADVANCE, TAKING WEEKLY DELIVERY OF WINE FROM A WHOLESAKER TO THE PREMISES, REPACKING IT, AND THEN DELIVERING IT TO CUSTOMERS.

**Question 6**

6 To be completed by members' clubs only

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

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

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

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

Signature ... [REDACTED] ..... \* (see note below)  
Date ..... 08/03/2021 .....  
Capacity ..... APPLICANT ..... APPLICANT/AGENT (delete as appropriate)  
Telephone number and email address of signatory ... [REDACTED] ...

<i>I have enclosed the relevant documents with this application – please tick the relevant boxes</i>	
<i>Operating plan</i>	✓
<i>Layout plan</i>	✓
<i>Planning certificate</i>	✓
<i>Building standards certificate</i>	n/a
<i>Food hygiene certificate</i>	n/a.

**\* Data Protection Act 1998**

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

### Business Proposal Detail

The online local wine delivery service, Wine Wednesdays North Berwick, will be run from [REDACTED] [REDACTED] 8C Links Road, North Berwick.

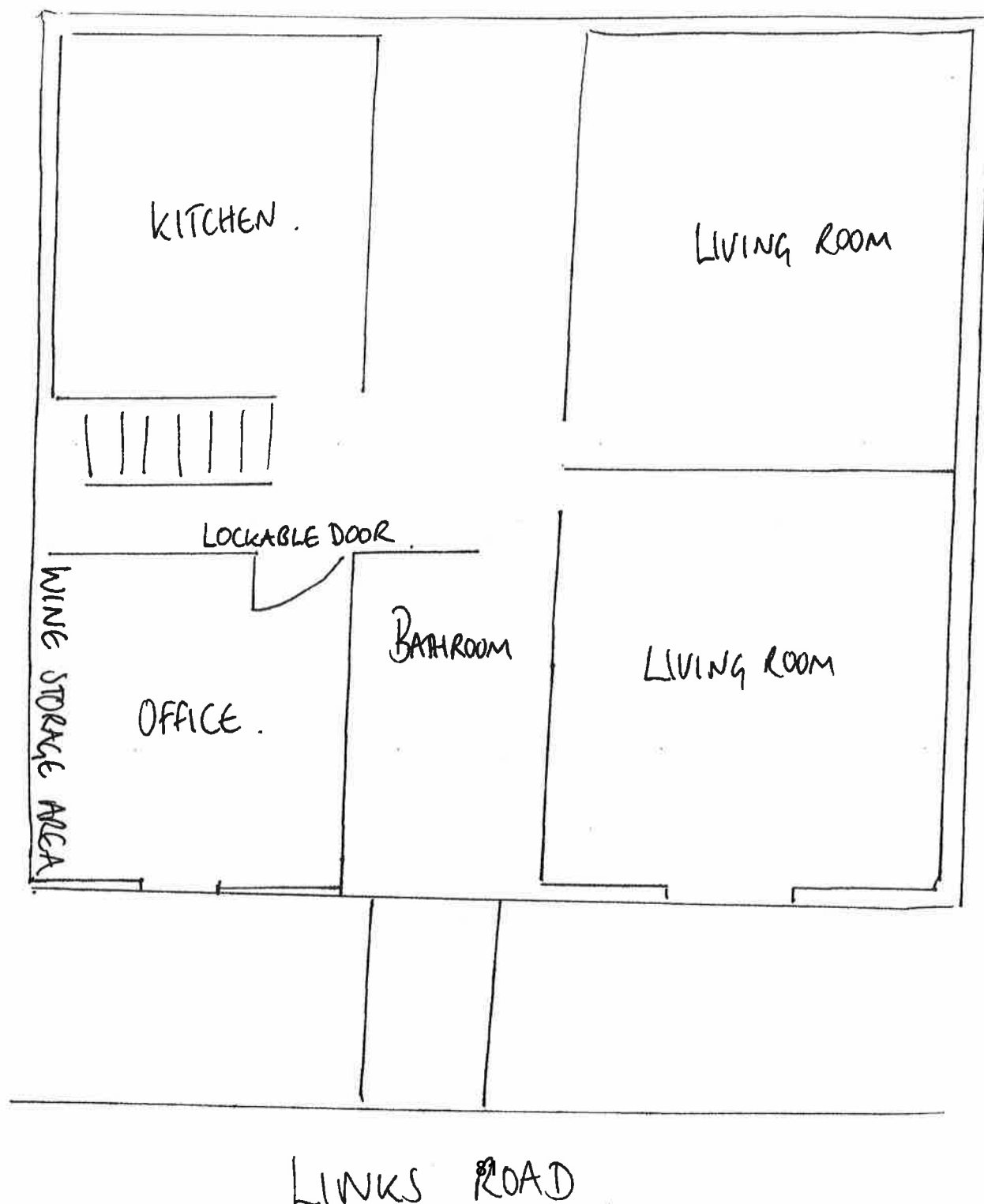
A weekly wine delivery will be made by the delivery truck. Cases of wine are unloaded into the main door of the premises. This takes place once a week at most and lasts no more than 20 minutes.

Cases of wine are stored then repacked on the premises, according to customers' orders for mixed cases of wine placed online. They are delivered by my own vehicle to local customers. Location of the lockable room to be used for storage is shown on the layout plan.

Customers do not visit the premises.

Wine is sold in accordance with alcohol minimum unit price regulations. Sales and deliveries are to over 18s only.

**Layout Plan** for proposed 1<sup>st</sup> floor office to be used for storage and repacking of wine for licensed wine delivery business at 8C Links Road, North Berwick EH39 4LU





# East Lothian Council

LICENSING (SCOTLAND) ACT 2005  
TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997

## SECTION 50 PLANNING CERTIFICATE

APPLICANT:

Catherine Boot

NAME AND  
ADDRESS OF  
PREMISES:

8C Links Road, North Berwick, East Lothian, EH39 4LU

### SECTION 50 PLANNING CERTIFICATE

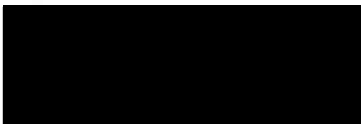
- I confirm that planning permission (ref:.....) under the Town and Country Planning (Scotland) Act 1997 in respect of any development of the subject premises in connection with their proposed use as a licensed premises has been obtained.
- I confirm that planning permission is not required.

### SECTION 50 PROVISIONAL PLANNING CERTIFICATE

- I confirm that planning permission (ref:.....) or outline planning permission (ref:.....) has been obtained in respect of the construction or conversion of the subject premises.
- I confirm that planning permission is not required.

I hereby confirm that, in terms the above Acts, I have no objections to the granting of the Confirmation of the Premises License to cover the above proposals.

Signed:



Date:

16<sup>th</sup> February 2021

Keith Dingwall  
Service Manager, Planning



“SCHEDULE 6

Regulation 7

**DISABLED ACCESS AND FACILITIES STATEMENT**

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

**Question 1**

**Disabled access and facilities**

1(a)	Is there disabled access to the premises	<del>YES / NO*</del>
1(b)	Do you have facilities for those with a disability	<del>YES / NO*</del>
1(c)	Do you have any other provisions available to aid the use of the premises by disabled people	<del>YES / NO*</del>
*Delete as appropriate		

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

**Question 2**

**Disabled access to, from and within the premises**

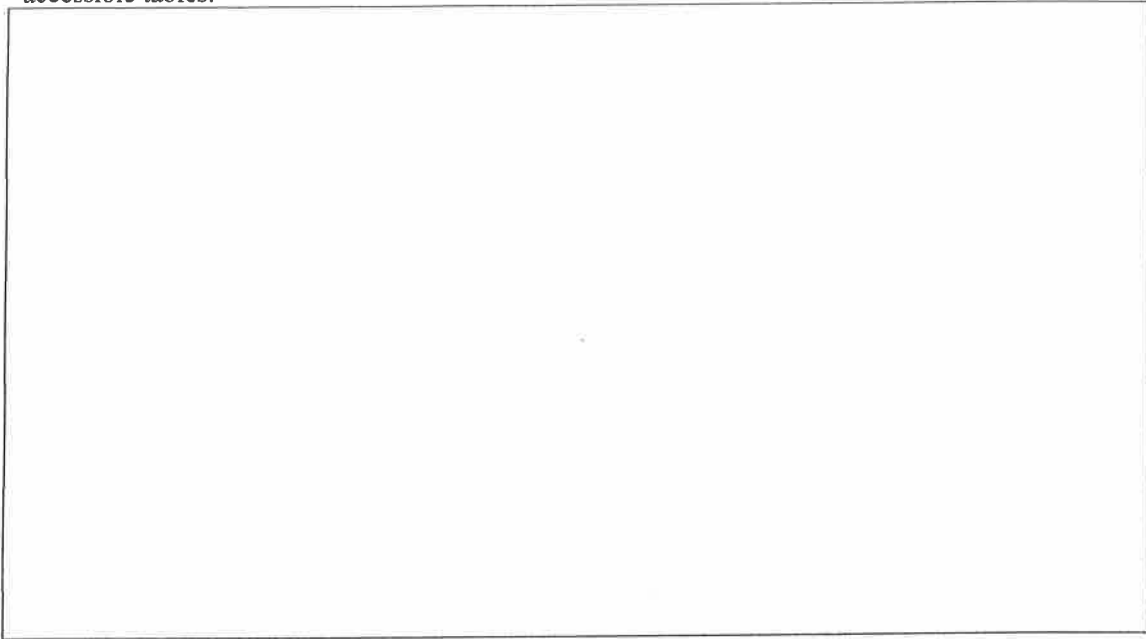
Please provide clear and detailed description of how accessible the premises are for disabled people. e.g. ramps, accessible floors, signage.

THE PREMISES IS FOR STORAGE & DISPATCH OF ALCOHOL ONLY. NO-ONE WILL VISIT THE PREMISES.

**Question 3**

**Facilities available**

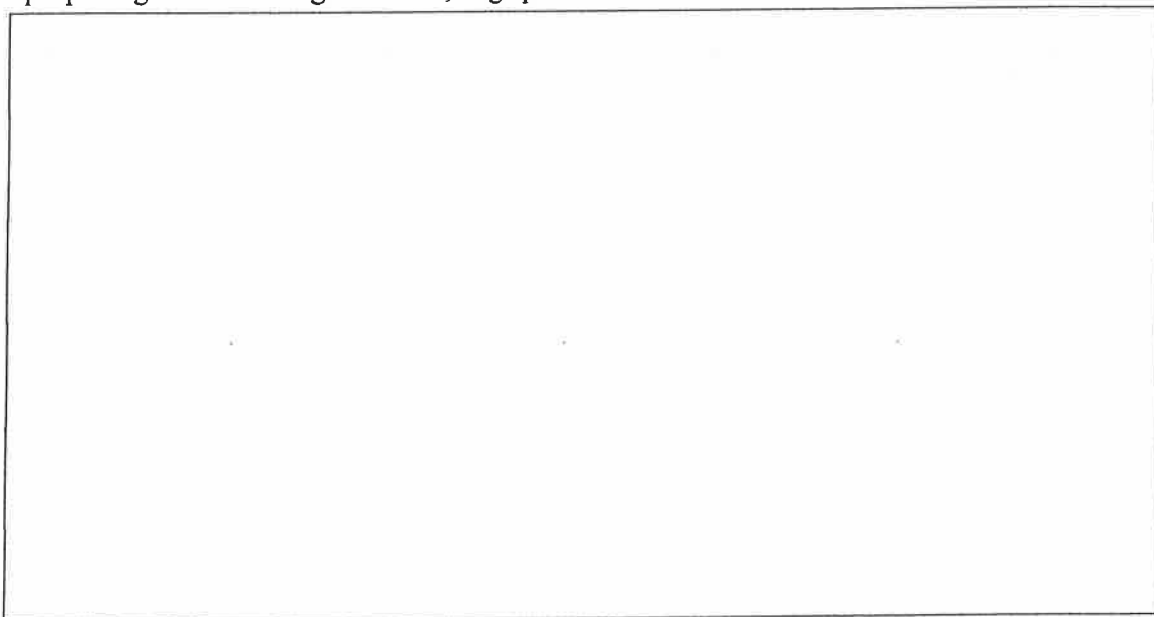
Please describe in detail the facilities provided for disabled people. e.g. disabled toilets, lifts, accessible tables.



**Question 4**

**Other provisions**

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



**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

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

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

Signature .....  ..... \* (see note below)

Date ..... 08/03/21 .....

Capacity ..... APPLICANT ..... APPLICANT/AGENT

Telephone number and email address of signatory... 

**\* Data Protection Act 1998**

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

# EAST LOTHIAN LICENSING BOARD

## OPERATING PLAN

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

*Name, address and postcode of premises to be licensed.*

8C LINNS ROAD NORTH BERWICK EH39 4LU
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**Question 1**

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

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

**Question 2**

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

N/A

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

**Question 3**

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

Day	OFF Consumption	
	Opening time	Terminal hour
Monday	10	6
Tuesday	10	6
Wednesday	10	6
Thursday	10	6
Friday	10	6
Saturday	10	6
Sunday	12	6

HOME DELIVERIES WILL BE MADE FROM THE PREMISES ONLY  
CUSTOMERS WILL NOT VISIT THE PREMISES

**Question 4**

SEASONAL VARIATIONS

Does the applicant intend to operate according to seasonal demand	YES/NO*
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\*If YES – provide details

**Question 5**

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

COL. 1 5(a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation	NO	N/A	N/A
Conference facilities	NO		
Restaurant facilities	NO		
Bar meals	NO		
5(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Receptions including Weddings, funerals, birthdays, retirements etc.	NO		
Club or other group meetings etc.	NO		
5(c) Activity Entertainment including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Recorded music – see 5(g)	NO		
Live performances – see 5(g)	NO		
Dance facilities	NO		
Theatre	NO		
Films	NO		
Gaming	NO		
Indoor/outdoor sports	NO		
Televised sport	NO		

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

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

5(f) any other activities

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

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5(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	YES/NO*
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When fully occupied, are there likely to be more customers standing than seated?	YES/NO*
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*Delete as appropriate	
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**Question 6 (On-sales only)**

*CHILDREN AND YOUNG PERSONS*

6(a)	<i>When alcohol is being sold for consumption on the premises will children or young persons be allowed entry</i>	YES/NO*
	<i>*Delete as appropriate</i>	

n/a.

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

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

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

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

**Question 7**

**CAPACITY OF PREMISES**

N/A .

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

**Question 8**

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

Personal details

N/A

8(a) Name

8(b) Date of birth

8(c) Contact address

[Redacted box for contact address]

8(d) Email address and telephone number

[Redacted box for email address and telephone number]

8(e) Personal licence

<i>Date of issue</i>	<i>Name of Licensing Board issuing</i>	<i>Reference no. of personal licence</i>
04/06/18	East London Licensing Board	EL1523

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

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

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

Signature ... [Redacted] ..... \* (see note below)

Date ..... 16/03/2021 .....

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

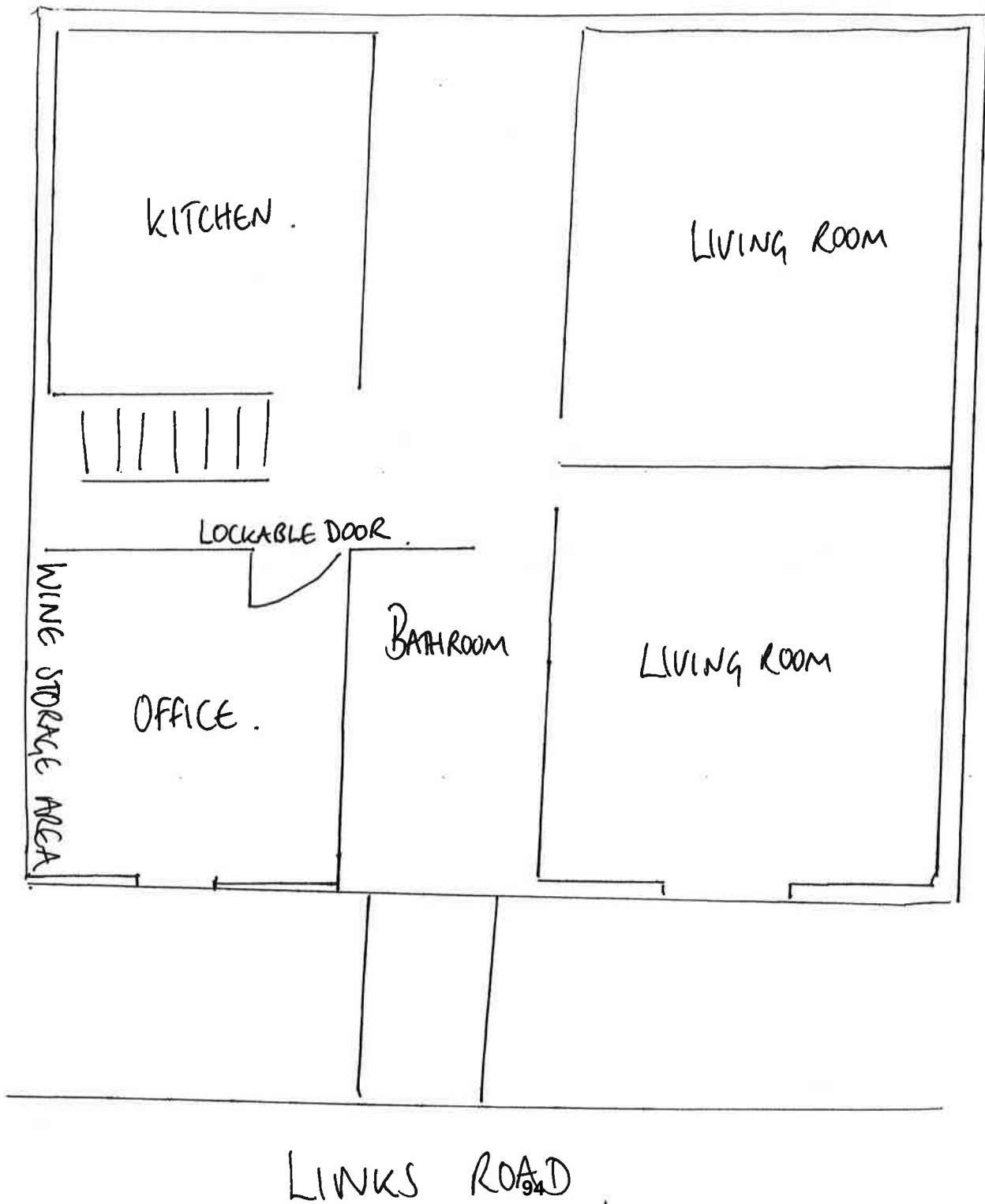
Telephone number and email address of signatory .....

[Redacted box for telephone number and email address of signatory]

**\* Data Protection Act 1998**

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

Layout Plan for proposed 1<sup>st</sup> floor office to be used for storage and repacking of wine for licensed wine delivery business at 8C Links Road, North Berwick EH39 4LU



**Herkes, Gillian**

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**From:** Licensing  
**Sent:** 22 March 2021 07:58  
**To:** Herkes, Gillian  
**Subject:** FW: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf [OFFICIAL]

Hi

Can you run this off for me please, and just leave on my desk.

M.

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**From:** Lothian Scot Borders Licensing East Mid Lothian  
<LothianScotBordersLicensingEastMid@Scotland.pnn.police.uk>  
**Sent:** 20 March 2021 15:32  
**To:** Licensing <licensing@eastlothian.gov.uk>  
**Subject:** RE: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf [OFFICIAL]

**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.

**OFFICIAL**

Good afternoon.

No Police objections.

Thanks

Graeme.

**Graeme Bairden**  
**Constable 4269 J**  
**Licensing officer**  
**Police Scotland - J Division- East Lothian**  
**Telephone - 07866 195214**  
**Email - [graeme.bairden@scotland.pnn.police.uk](mailto:graeme.bairden@scotland.pnn.police.uk)**



**POLICE**  
**SCOTLAND**  
Keeping people safe  
**POILEAS ALBA**

## Winter, Maree

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**From:** Fruzynski, Rudi  
**Sent:** 07 April 2021 14:11  
**To:** Winter, Maree  
**Subject:** RE: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf

I have no objection to this application.

Should the licence be granted the applicant must comply with Section 119 of the Licensing (Scotland) Act 2005 relating to delivery documentation requirements and the Licensing Boards Statement of Licensing Policy 2018 – 2023 relating to operational practices detailed in Section 32 thereof:

### 32.0 Deliveries

- 32.1 Applicants for licences that include any type of alcohol delivery should produce a 'policy' on preventing children and young persons accessing the alcohol. This should include the staff training that will be provided, and how deliveries are recorded. Police and LSO will have access to delivery records. (ref. Section 119 L(S)A 2005)
- 32.2 Applications for deliveries from cafes, restaurants and other food businesses, not considered to be predominantly grocers/supermarkets outlets, may be granted home delivery services, provided the order is ancillary to a meal and, any alcohol purchased with the order, is proportionate. The licensee will be expected to be responsible for deciding what is proportionate in relation to individual orders placed bearing in mind the licensing objectives. (not applicable in this case).
- 32.3 When making a delivery that includes alcohol, certain checks should be carried out such as Challenge 25 and checking that the customer is 18 years or over. No orders that include alcohol are to be left in nominated safe places. Staff delivering alcohol must be trained to the same level as staff who sell or supply alcohol in licensed premises. Licensees who use couriers to make their deliveries should ensure that they comply with the checks and standards required by the Licensing Board.
- 32.4 A meal is considered to be a substantial food offering. Snacks, sandwiches and crisps are not considered to constitute a substantial meal. (not applicable in this case).

R. Fruzynski  
Licensing Standards Officer  
Accredited Paralegal  
John Muir House  
Haddington  
East Lothian  
EH41 3HA

01620827363

*Please note the LSO is not permitted to provide legal advice and can only assist you with guidance as to what is required under licensing legislation. It is recommended that you consult with a licensing agent or solicitor if you are looking for legal advice on matters.*

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**From:** Winter, Maree  
**Sent:** 17 March 2021 14:32

## Shiel, Christine (Licensing)

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**From:** Licensing  
**Sent:** 18 March 2021 08:25  
**To:** Shiel, Christine (Licensing)  
**Subject:** FW: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf  
**Attachments:** Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf

Can you run this off, the file should be in May Board sling, if its not there just put the report in Maree's tray.

G

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**From:** Johnson, Darren <djohnson@eastlothian.gov.uk>  
**Sent:** 18 March 2021 08:21  
**To:** Licensing <licensing@eastlothian.gov.uk>  
**Subject:** FW: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf

Hi

No objections.

Darren

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**From:** Douglas, Andrew <adouglas@eastlothian.gov.uk>  
**Sent:** 17 March 2021 15:46  
**To:** Johnson, Darren <djohnson@eastlothian.gov.uk>  
**Cc:** Connell, Alexandra <aconnell@eastlothian.gov.uk>  
**Subject:** FW: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf

Darren,

Can you please deal with this.

I have copied Alex into the e-mail as there maybe some TS input.

Thanks

Andrew

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**From:** Environmental Health/Trading Standards <ehs@eastlothian.gov.uk>  
**Sent:** 17 March 2021 15:42  
**To:** Douglas, Andrew <adouglas@eastlothian.gov.uk>  
**Subject:** FW: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf

Karen Baikie | Business Support Administrator | Council Support | East Lothian Council | John Muir House | Brewery Park | Haddington | East Lothian EH41 3HA  
Direct Dial 01620 828755, ext 6755 | [kbaikie@eastlothian.gov.uk](mailto:kbaikie@eastlothian.gov.uk)  
[www.eastlothian.gov.uk](http://www.eastlothian.gov.uk)

## Winter, Maree

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**From:** Trading Standards  
**Sent:** 19 March 2021 14:43  
**To:** Winter, Maree  
**Subject:** RE: Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf

No objections from TS.

Thanks  
Alex

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**From:** Winter, Maree <mwinter@eastlothian.gov.uk>  
**Sent:** 17 March 2021 14:32  
**To:** Lothian Scot Borders Licensing East Mid Lothian <LothianScotBordersLicensingEastMid@Scotland.pnn.police.uk>; Fruzynski, Rudi <rfruzynski@eastlothian.gov.uk>; 'Licensing@nhslothian.scot.nhs.uk'; Fire officer (torquil.cramer@firescotland.gov.uk) <torquil.cramer@firescotland.gov.uk>; Environment Reception <environment@eastlothian.gov.uk>; Environmental Health/Trading Standards <ehts@eastlothian.gov.uk>; Trading Standards <tradingstandards@eastlothian.gov.uk>; Grant, Shona <sgrant@eastlothian.gov.uk>; [REDACTED]  
**Subject:** Application for provisional premise licence - Catherine Boot - (Wine Wednesdays)..pdf

Dear all

Please find attached provisional premise application form from Catherine Boot for online Deliveries. Could I please have any Objections/Representations you may care to make by Monday 12<sup>th</sup> April 2021.

Kind regards  
Maree

Maree Winter  
Licensing Officer: Accredited Registered Paralegal in Licensing Law: John Muir House:Haddington: EH41 3HA  
Tel: 01620 827867: Email: [mwinter@eastlothian.gov.uk](mailto:mwinter@eastlothian.gov.uk)

## NHS Coronavirus Information



**FACE  
COVERINGS**



**AVOID  
CROWDS**



**CLEAN  
HANDS**



**TWO  
METRES**



**SELF-  
ISOLATE**