

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

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

I/We Scott Tulloch

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description Retail Unit 2 Chatham Waters Gillingham Gate Road Gillingham Kent ME4 4RS			
Post town	Gillingham	Postcode	ME4 4RS
Telephone number at premises (if any)			
Non-domestic rateable value of premises		£ None	

Part 2 - Applicant details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- | | |
|--|--------------------------------------|
| a) an individual or individuals * | please complete section (A) X |
| b) a person other than an individual * | |
| i as a limited company/limited liability partnership | please complete section (B) |
| ii as a partnership (other than limited liability) | please complete section (B) |
| iii as an unincorporated association or | please complete section (B) |
| iv other (for example a statutory corporation) | please complete section (B) |
| c) a recognised club | please complete section (B) |
| d) a charity | please complete section (B) |
| e) the proprietor of an educational establishment | please complete section (B) |
| f) a health service body | please complete section (B) |

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- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
 please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; **X** or

I am making the application pursuant to a
 statutory function or a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr.		Other Title (for example, Rev)	
Surname Tulloch		First names Scott	
Date of birth I am 18 years old or over YES			
Nationality			
Current residential address if different from premises address			
Post town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)			

SECOND INDIVIDUAL APPLICANT (if applicable)

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		Other Title (for example, Rev)		
Surname		First names		
Date of birth		I am 18 years old or over		
Nationality				
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)				
Current residential address if different from premises address				
Post town			Postcode	
Daytime contact telephone number				
E-mail address (optional)				

(B) OTHER APPLICANTS

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

Name
Address
Registered number (where applicable)

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

Telephone number (if any)

E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

18/06/2026

If you wish the licence to be valid only for a limited period, when do you want it to end?

Please give a general description of the premises (please read guidance note 1)

Retail premises

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

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please
tick all

that
apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)

f) recorded music (if ticking yes, fill in box F)

g) performances of dance (if ticking yes, fill in box G)

h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

X

In all cases complete boxes K, L and M

A

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

B

APPENDIX A

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

C

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

Wed			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Thur			
Fri			
Sat			
Sun			

D

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

Sun			

E

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

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)		

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Thur			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

G

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

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing n/a		
Day	Start	Finish		Indoors	

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

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish	<u>Please give further details here (please read guidance note 4)</u>		
Mon					

Tue			
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)
Thur			
Fri			Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 6)
Sat			
Sun			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)		On the premises	X
					Off the premises	
					Both	
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5) No			
Mon	09:00	23:00				
Tue	09:00	23:00				
Wed	09:00	23:00	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6) No			
Thur	09:00	23:00				
Fri	09:00	23:00				

Sat	09:00	23:00
Sun	09:00	23:00

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name Mr. Scott Tulloch	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

There may be on occasion performances by a local burlesque dance company. Entry will be ticketed, and strictly over 18s only. During these SIA licensed security will be on site, as well as the windows being covered to prevent passers by from seeing inside the venue.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)	<u>State any seasonal variations</u> (please read guidance note 5) No
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Day	Start	Finish	
Mon	09:00	23:00	
Tue	09:00	23:00	
Wed	09:00	23:00	
Thur	09:00	23:00	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6) No
Fri	09:00	23:00	
Sat	09:00	23:00	
Sun	09:00	23:00	

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

District KCL will be a private hire events venue located at Chatham Waters. The premises will operate as a multi purpose space designed to host a variety of private functions including weddings, birthday celebrations, corporate events, community gatherings, and similar occasions.

In addition, the venue may host pre-organised ticketed events, which will be:

- * Planned and managed in advance by the premises licence holder or approved event organisers
- * Limited in capacity and operated in line with the venues maximum occupancy
- * Controlled via advance ticket sales or guest lists
- * Staffed and supervised in the same manner as private hire events, including SIA approved door security.

These events will not constitute general walk-in trade and will be operated in a controlled and managed environment.

Facilities include a designated bar area, seating arrangements, and space for entertainment such as DJs or live performers.

The premises will not operate as a nightclub or open public bar. All events will be pre-booked private functions, with guests attending by invitation only.

b) The prevention of crime and disorder

The premises license holder is committed to promoting the prevention of crime and disorder and will operate the venue in a safe and controlled manner at all times.

The premises will operate primarily on a pre-booked private hire basis. Any ticketed events will be preorganised, controlled, and managed via advance ticketing or guest lists. There will be no general walk-in trade.

A Designated Premises Supervisor (DPS) will be appointed. All staff will be trained in responsible alcohol retailing, Challenge 25, and identifying intoxicated persons. A Challenge 25 policy will be in place, and acceptable ID will include passport, driving license, or PASS-accredited cards. Alcohol will not be served to intoxicated persons.

A CCTV system will be installed and maintained, covering key areas including entrances and the bar. Recordings will be retained for a minimum of 28 days and made available to police or authorised officers upon request.

An incident log will be kept, recording refusals of alcohol, incidents of disorder, and and relevant occurrences.

SIA-registered door supervisors will be employed where appropriate, depending on the nature and size of events.

The premises will operate a zero-tolerance approach to drugs, and any concerns will be reported to the police.

c) Public safety

- * The premises licence holder will ensure all fire safety equipment is installed, maintained, and regularly checked in accordance with current legislation.
- * Clearly marked fire exits will be kept unobstructed and illuminated at all times while the premises is open to the public.
- * A fire risk assessment will be completed and regularly reviewed.
- * Staff will be made aware of emergency evacuation procedures and the location of fire safety equipment.
- * The maximum safe occupancy capacity (140) of the venue will not be exceeded at any time.
- * The premises will be maintained in a safe condition, including flooring, lighting, electrical installations, and fixtures.
- * Suitable first aid equipment will be available on site at all times.
- * Any portable electrical equipment used at the premises will be regularly inspected and maintained in a safe condition.
- * Spillages and hazards likely to cause slips, trips, or falls will be dealt with promptly.
- * Adequate lighting will be provided in all public areas, entrances, exits, and toilet facilities.
- * Children attending events must remain supervised by a responsible adult where appropriate.
- * The premises licence holder will ensure suitable public liability insurance is maintained.
- * Any temporary structures, decorations, or event equipment brought into the premises will be safely installed and positioned so as not to obstruct exits or create hazards.
- * A refusals and incident log will be maintained and made available to authorised officers upon request.

d) The prevention of public nuisance

- * The premises shall operate with a standard closing time of 11:00pm unless otherwise authorised by the premises licence.
- * Doors and windows will be kept closed during regulated entertainment, except for access and egress, to minimise the escape of noise from the premises.
- * Prominent notices will be displayed requesting customers to leave the premises quietly and respect neighbouring properties.
- * The premises licence holder will take reasonable steps to prevent excessive noise from customers arriving at or leaving the venue.
- * Music levels will be monitored and controlled to prevent disturbance to nearby residents and businesses.
- * Any speakers or amplified sound equipment will be positioned to minimise noise breakout from the premises.* For teen parties and adult events with larger capacities, registered SIA door supervisors will be employed where deemed appropriate by the premises licence holder following a risk assessment.
- * A dispersal policy will be implemented where appropriate to ensure customers leave the premises in an orderly and quiet manner.
- * Smoking areas will be monitored by staff where necessary to minimise noise disturbance and anti social behaviour.
- * External areas of the premises will be monitored during events to prevent excessive noise, anti social behaviour, or public disturbance.
- * The premises licence holder or designated responsible person will respond appropriately to any complaints relating to noise or nuisance arising from the operation of the premises.
- * Deliveries, collections, and contractor activities associated with the premises will take place at reasonable hours where practicable.
- * Customers will not be permitted to congregate excessively outside the premises in a manner likely to cause nuisance to nearby residents or businesses.

e) The protection of children from harm

- * A Challenge 25 policy will be operated at the premises and acceptable identification will be requested from any person who appears to be under the age of 25 attempting to purchase alcohol.
- * Acceptable forms of identification shall include a passport, photocard driving licence, or PASS-approved proof of age card.
- * A refusals register will be maintained and made available to authorised officers upon request.
- * Children attending events at the premises must be supervised by a responsible adult where appropriate.* For teen parties and events with larger capacities, registered SIA door supervisors will be employed where deemed appropriate by the premises licence holder following a risk assessment.
- * The premises licence holder and staff will take reasonable steps to prevent underage drinking and anti social behaviour.
- * Alcohol will not be sold or supplied to persons under the age of 18.
- * A CCTV system covering entry and exit points and licensable areas of the premises will be installed and maintained in good working order. Recordings will be retained for a minimum of 28 days and made available to authorised officers upon request.
- * Any incidents involving children, disorder, or refusal of alcohol sales will be recorded and retained at the premises.
- * The premises licence holder reserves the right to refuse entry to unaccompanied minors or any person behaving in a manner considered unsafe or inappropriate.

Checklist:**Please tick to indicate agreement****X** I have made or enclosed payment of the fee.**X** I have enclosed the plan of the premises.**X** I have sent copies of this application and the plan to responsible authorities and others where applicable.**X** I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.**X** I understand that I must now advertise my application.

X I understand that if I do not comply with the above requirements my application will be rejected. **X**
 [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	Scott Tulloch
Date	2026-05-20

Capacity	Applicant
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nd nd

For joint applications, signature of 2 applicant or 2 applicant’s solicitor or other authorised agent
(please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application
(please read guidance note 14)

Post town		Postcode	
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Telephone number (if any)	/
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If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

