

## DUMFRIES AND GALLOWAY LICENSING BOARD

Meeting of Wednesday, 13th November, 2024  
at 2.00 pm - This meeting will be held online

Tony Berretti – Mid and Upper Nithsdale;  
Linda Dorward – Lochar;  
Archie Dryburgh MBE – Annandale East and Eskdale;  
Iain Howie – Castle Douglas and Crocketford;  
Ivor Hyslop – Lochar;  
Kim Lowe – Abbey;  
Gail Macgregor – Annandale North;  
Jackie McCamon – Mid Galloway and Wigtown West;  
Stephen Thompson – Annandale North;  
Vacancy –

**VLAD VALIENTE**  
**Clerk to the Licensing Board**

## Dumfries and Galloway Licensing Board

Meeting of Wednesday, 13th November, 2024  
at 2.00 pm - This meeting will be held online

- |     |                                                                                                                                 |           |
|-----|---------------------------------------------------------------------------------------------------------------------------------|-----------|
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Next Meeting Date: Friday, 13 December 2024

**DUMFRIES AND GALLOWAY LICENSING BOARD****APPOINTMENT OF CONVENER****1. REASON FOR REPORT**

This report sets out the statutory provisions relating to the position of Convener of a Licensing Board and invites the Board to appoint a Convener for the term until after the next local authority election.

**2. BACKGROUND**

2.1 Schedule 1 to the Licensing (Scotland) Act 2005 (“the Act”) requires a Licensing Board, at their first meeting after each election of members of the Board, to elect one of their number as Convener of the Board.

2.2 The Convener of the Board holds office as such for the period beginning on the day after the Convener’s election and ending with the day on which the election of Convener is next held following a further election of members of the Board consequent to a local authority election.

2.3 The Convener so elected:-

- Is eligible for re-election as Convener of the Board
- May at any time resign by giving notice to the Clerk (a copy of which must be passed to the Council)
- Will cease to be Convener on ceasing to be a member of the Board

2.4 Where there is a vacancy in the office of Convener the Board must, at the first meeting after the vacancy arises, elect one of their members to fill the vacancy.

2.5 Where the Convener is unable to chair any meeting the Board must elect from their number a chairman for that meeting.

2.6 The Convener may be removed from office by the Board. The number of members voting in favour of the decision must exceed one half of the total number of members of the Board.

2.7 If at a meeting of the Board there is an equality of votes on any matter the member chairing the meeting has a casting vote.

**3. RECOMMENDATION**

Members are asked to elect a Convener in terms of the Act for the term until after the next local authority election, who will also chair this meeting.

Sharon Davidson  
Licensing Manager  
Kirkbank House  
English Street  
Dumfries  
DG1 2HS  
01387 245951

Vlad Valiente  
Clerk to the Licensing Board  
Kirkbank House  
English Street  
Dumfries  
DG2 2HS

5 November 2024

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## ANNANDALE & ESKDALE DIVISIONAL LICENSING BOARD

Minute of Meeting of Wednesday 18 September 2024 at 10.30am  
Via MS Teams

### MEMBERS PRESENT

|                         |   |                            |
|-------------------------|---|----------------------------|
| <b>Ian Carruthers</b>   | - | Annandale South            |
| <b>Karen Carruthers</b> | - | Annandale East and Eskdale |
| <b>Archie Dryburgh</b>  | - | Annandale East and Eskdale |
| <b>George Jamieson</b>  | - | Annandale South            |
| <b>Gail Macgregor</b>   | - | Annandale North            |
| <b>Stephen Thompson</b> | - | Annandale North            |

### IN ATTENDANCE

|                      |   |                             |
|----------------------|---|-----------------------------|
| Stuart Davidson      | - | Licensing Standards Officer |
| Sergeant Anna Parker | - | Police Scotland             |
| Cheryl Syme          | - | Senior Licensing Officer    |
| Caroline Treanor     | - | Solicitor                   |

**VLAD VALIENTE**  
Clerk to the Licensing Board

1. **SEDERUNT, APOLOGIES AND CONVENER'S APPROVAL OF MEMBERS' REMOTE PARTICIPATION**

6 Members present and the Convener approved Members' remote participation at the Hearing.

2. **DECLARATIONS OF INTEREST**

NONE

3. **MINUTE OF MEETING 13 MARCH 2024**

**Decision**

AGREED

4. **LICENSING (SCOTLAND) ACT 2005: APPLICATIONS FOR OCCASIONAL LICENCES AND EXTENDED HOURS (GRANTED UNDER DELEGATED AUTHORITY) – Report by the Clerk to the Licensing Boards**

**Decision**

**NOTED** that the following Occasional Licences and Extended Hours had been granted under delegated powers during the period from 22 February 2024 until 27 August 2024:

**Occasional Licences : Applied for by a Personal Licence Holder**

Total number issued      245

**Occasional Licences : Applied for by a Premises Licence Holder**

Total number issued      55

**Occasional Licences : Applied for by a Voluntary Organisation**

Total number issued      40

**Extended Hours**

Total number issued      18

5. **LICENSING (SCOTLAND) ACT 2005: APPLICATIONS FOR MINOR VARIATIONS (GRANTED UNDER DELEGATED AUTHORITY) – Report by Clerk to the Licensing Boards**

**Decision**

**NOTED** the applications detailed in **Appendix 1** had been granted under delegated authority.

6. **LICENSING (SCOTLAND) ACT 2005: APPLICATIONS FOR TRANSFER OF PREMISES LICENCE (GRANTED UNDER DELEGATED AUTHORITY)** – Report by the Clerk to the Licensing Boards

**Decision**

**NOTED** the applications detailed in **Appendix 2** had been granted under delegated authority.

7. **LICENSING (SCOTLAND) ACT 2005: SURRENDER OF PREMISES LICENCE -**  
- Report by the Clerk to the Licensing Boards

**Decision**

**NOTED** the details in **Appendix 3**

8. **LICENSING (SCOTLAND) ACT 2005: NEW PREMISES LICENCE APPLICATION – WESTLANDS COUNTRY PARK, THE BROATS MOSS, ANNAN**  
- Report by the Clerk to the Boards

**Decision**

Having heard from the applicant's agent, Licensing Standards Officer and Police Scotland, Members **AGREED** to **GRANT** the application as detailed in **Appendix 4**

9. **LICENSING (SCOTLAND) ACT 2005: PROVISIONAL PREMISES LICENCE APPLICATION – WH SMITH @ GRETNA GREEN, WELCOME BREAK, GRETNA GREEN SERVICES, GRETNA** - Report by the Clerk to the Boards

**Decision**

Having heard from the applicant's agent, Licensing Standards Officer and Police Scotland, Members **AGREED** to **GRANT** the application as detailed at **Appendix 5**

10. **LICENSING (SCOTLAND) ACT 2005: PROVISIONAL PREMISES LICENCE APPLICATION – WAITROSE @ GRETNA GREEN, WELCOME BREAK, GRETNA GREEN SERVICES, GRETNA** - Report by the Clerk to the Boards

**Decision**

Having heard from the applicant's agent, Licensing Standards Officer and Police Scotland, Members **AGREED** to **GRANT** the application as detailed at **Appendix 6**

11. **LICENSING (SCOTLAND) ACT 2005: REVIEW OF PREMISES LICENCE – KINGS ARMS HOTEL, LOCHMABEN** - Report by the Clerk to the Boards

**Decision**

Having heard from the personal licence holder, Police Scotland and the Licensing Standards Officer, Members **AGREED to ADJOURN** to a future Hearing date following conclusion of pending criminal proceedings.

Councillor Dryburgh left the meeting during this matter. The Board was still quorate and able to proceed.

12. **LICENSING (SCOTLAND) ACT 2005: REVIEW OF PERSONAL LICENCE – JOHN MAXWELL** - Report by the Clerk to the Boards

**Decision**

Having heard from the personal licence holder and Police Scotland, Members **AGREED to ADJOURN** to a future Hearing date following conclusion of pending criminal proceedings.

**DUMFRIES AND GALLOWAY LICENSING BOARDS  
ANNANDALE & ESKDALE DIVISIONAL LICENSING BOARD**

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**THE LICENSING (SCOTLAND) ACT 2005 : SECTION 29  
APPLICATIONS FOR MINOR VARIATION OF PREMISES LICENCES  
GRANTED UNDER DELEGATED AUTHORITY**

| <b><u>Application No. 1 – Ref L.1/625A</u></b>  |                                                                   |
|-------------------------------------------------|-------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Richard Rodderick Mossop<br>10 Murray Street<br>Annan<br>DG12 6EG |
| <b>Name &amp; Address of Premises</b>           | Firth Hotel<br>41 Scotts Street<br>Annan<br>DG12 6JE              |
| <b>Nature of variation</b>                      | Change of address of Designated Premises Manager                  |
| <b>Effective Date of Minor Variation</b>        | 12 March 2024                                                     |

| <b><u>Application No. 2 – Ref L.1/635A</u></b>  |                                                             |
|-------------------------------------------------|-------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | John Maxwell<br>15 High Street<br>Lochmaben<br>DG11 1NG     |
| <b>Name &amp; Address of Premises</b>           | Kings Arms Hotel<br>15 High Street<br>Lochmaben<br>DG11 1NG |
| <b>Nature of variation</b>                      | Change of address of Designated Premises Manager            |
| <b>Effective Date of Minor Variation</b>        | 12 March 2024                                               |

| <b><u>Application No. 3 – Ref L.4/606A</u></b>  |                                                                  |
|-------------------------------------------------|------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | The Buccleuch Centre<br>Buccleuch Square<br>Langholm<br>DG13 0AW |
| <b>Name &amp; Address of Premises</b>           | The Buccleuch Centre<br>Buccleuch Square<br>Langholm<br>DG13 0AW |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Iona Davidson           |
| <b>Effective Date of Minor Variation</b>        | 12 March 2024                                                    |

| <b><u>Application No. 4 – Ref L.6/711A</u></b>  |                                                                    |
|-------------------------------------------------|--------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Motor Fuel Limited<br>10 Bricket Road<br>St Albans<br>AL1 3JX      |
| <b>Name &amp; Address of Premises</b>           | Gretna Service Station<br>A74(M) North Bound<br>Gretna<br>DG16 5HQ |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Arslan Saeed              |
| <b>Effective Date of Minor Variation</b>        | 22 March 2024                                                      |

| <b><u>Application No. 5 – Ref L.6/709A</u></b>  |                                                                                      |
|-------------------------------------------------|--------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Access Retail Limited<br>Colvin Filling Station<br>High Street<br>Moffat<br>DG10 9HG |
| <b>Name &amp; Address of Premises</b>           | Colvin Filling Station<br>High Street<br>Moffat<br>DG10 9HG                          |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Marie Helen Cannon                          |
| <b>Effective Date of Minor Variation</b>        | 10 April 2024                                                                        |

| <b><u>Application No. 6 – Ref L.2/612A</u></b>  |                                                                                                                 |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Away Resorts Ltd<br>The Maylands Building<br>200 Maylands Avenue<br>Hemel Hempstead<br>Hertfordshire<br>HP2 7TG |
| <b>Name &amp; Address of Premises</b>           | Moffat Manor<br>Beattock Country Park<br>Beattock<br>Moffat<br>DG10 9RE                                         |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Zara Rowbotham                                                         |
| <b>Effective Date of Minor Variation</b>        | 18 April 2024                                                                                                   |

| <b><u>Application No. 7 – Ref L.6/695A</u></b>  |                                                                                         |
|-------------------------------------------------|-----------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Tesco Stores Ltd<br>Kestrel Way<br>Shire Park<br>Welwyn Garden City<br>Herts<br>AL7 1ZR |
| <b>Name &amp; Address of Premises</b>           | Tesco Store<br>Scotts Street<br>Annan<br>DG12 6JH                                       |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Michele Little                                 |
| <b>Effective Date of Minor Variation</b>        | 23 April 2024                                                                           |

| <b><u>Application No. 8 – Ref L.1/632A</u></b>  |                                                             |
|-------------------------------------------------|-------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | RAD Ltd<br>27 Barony Road<br>Auchinleck<br>KA18 2LL         |
| <b>Name &amp; Address of Premises</b>           | Hetland Hall Hotel<br>Carrutherstown<br>Dumfries<br>DG1 4JX |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Iain Robertson     |
| <b>Effective Date of Minor Variation</b>        | 15 May 2024                                                 |

| <b><u>Application No. 9 – Ref L.6/678A</u></b>  |                                                                                                  |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Co-operative Group Food Ltd<br>Dept 10227 – Licensing<br>1 Angel Square<br>Manchester<br>M60-0AG |
| <b>Name &amp; Address of Premises</b>           | Co-op<br>Glenesk Road<br>Langholm<br>DG13 0ES                                                    |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Shona Mckenna                                           |
| <b>Effective Date of Minor Variation</b>        | 15 May 2024                                                                                      |

| <b><u>Application No. 10 – Ref L.6/695A</u></b> |                                                                              |
|-------------------------------------------------|------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Tesco Stores Ltd<br>Kestrel Way<br>Shire Park<br>Welwyn Garden City<br>Herts |
| <b>Name &amp; Address of Premises</b>           | Tesco – Annan<br>Scott's Street<br>Annan<br>DG12 6JH                         |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Philip O'Connell                    |
| <b>Effective Date of Minor Variation</b>        | 23 May 2024                                                                  |

| <b><u>Application No. 11 – Ref L.1/602A</u></b> |                                                                   |
|-------------------------------------------------|-------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Daniel Bevins<br>Limetree House<br>Eastgate<br>Moffat<br>DG10 9AE |
| <b>Name &amp; Address of Premises</b>           | Annandale Arms Hotel<br>High Street<br>Moffat<br>DG10 9HF         |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Daniel Bevins            |
| <b>Effective Date of Minor Variation</b>        | 5 June 2024                                                       |

| <b><u>Application No. 12 – Ref L.6/702A</u></b> |                                                                                                  |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Co-operative Group Food Ltd<br>Dept 10227 – Licensing<br>1 Angel Square<br>Manchester<br>M60 0AG |
| <b>Name &amp; Address of Premises</b>           | Co-op<br>Glenesk Road<br>Langholm<br>DG13 0ES                                                    |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Diane Adamson                                           |
| <b>Effective Date of Minor Variation</b>        | 25 June 2024                                                                                     |

| <b><u>Application No. 13 – Ref L.6/678A</u></b> |                                                                                                  |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Co-operative Group Food Ltd<br>Dept 10227 – Licensing<br>1 Angel Square<br>Manchester<br>M60 0AG |
| <b>Name &amp; Address of Premises</b>           | Co-op<br>Annan Road<br>Gretna<br>DG16 5DH                                                        |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Diane Adamson                                           |
| <b>Effective Date of Minor Variation</b>        | 28 June 2024                                                                                     |

| <b><u>Application No. 14 – Ref L.6/678A</u></b> |                                                                                                  |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Co-operative Group Food Ltd<br>Dept 10227 – Licensing<br>1 Angel Square<br>Manchester<br>M60 0AG |
| <b>Name &amp; Address of Premises</b>           | Co-op<br>Glenesk Road<br>Langholm<br>DG13 0ES                                                    |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Shona Mckenna                                           |
| <b>Effective Date of Minor Variation</b>        | 28 June 2024                                                                                     |

| <b><u>Application No. 15 – Ref L.1/672A</u></b> |                                                        |
|-------------------------------------------------|--------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Li Zhu Chen<br>30 Lytton Street<br>Dundee<br>DD2 1EU   |
| <b>Name &amp; Address of Premises</b>           | Crown Hotel<br>95 High Street<br>Lockerbie<br>DG11 2DA |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager's home address   |
| <b>Effective Date of Minor Variation</b>        | 1 July 2024                                            |

| <b><u>Application No. 16 – Ref L.2/628A</u></b> |                                                                 |
|-------------------------------------------------|-----------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Sean McGimpsey<br>Thorns Farm<br>Brydekirk<br>Annan<br>DG12 5NQ |
| <b>Name &amp; Address of Premises</b>           | Station House<br>Station Road<br>Annan<br>DG12 6AS              |
| <b>Nature of variation</b>                      | Change of Designated Premises to Danial Marshall                |
| <b>Effective Date of Minor Variation</b>        | 5 July 2024                                                     |

| <b><u>Application No. 17 – Ref L.2/639A</u></b> |                                                              |
|-------------------------------------------------|--------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Georgia Nicole Clark<br>128 High Street<br>Annan<br>DG12 6DP |
| <b>Name &amp; Address of Premises</b>           | The Commercial Inn<br>128 High Street<br>Annan<br>DG12 6DP   |
| <b>Nature of variation</b>                      | Change of Designated Premises to John Steel                  |
| <b>Effective Date of Minor Variation</b>        | 11 July 2024                                                 |

| <b><u>Application No. 18 – Ref L.1/610A</u></b> |                                                          |
|-------------------------------------------------|----------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Norman Gormley<br>12 High Street<br>Langholm<br>DG13 0JH |
| <b>Name &amp; Address of Premises</b>           | Buck Hotel<br>High Street<br>Langholm<br>DG13 0JH        |
| <b>Nature of variation</b>                      | Change of Designated Premises to Neil Cully              |
| <b>Effective Date of Minor Variation</b>        | 30 July 2024                                             |

| <b><u>Application No. 19 – Ref L.6/629A</u></b> |                                                                                                         |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Sangaranathan Ravishangar<br>23 Bellevue Road<br>Bexleyheath<br>Kent<br>DA6 8ND                         |
| <b>Name &amp; Address of Premises</b>           | SR Freshway<br>4 High Street<br>Locuhmaben<br>DG11 1NY                                                  |
| <b>Nature of variation</b>                      | Change of Designated Premises to Sangaranathan Ravishangar and change of premises name to 'SR Freshway' |
| <b>Effective Date of Minor Variation</b>        | 30 July 2024                                                                                            |

| <b><u>Application No. 20 – Ref L.1/611A</u></b> |                                                         |
|-------------------------------------------------|---------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | RAD Ltd<br>27 Barony Road<br>Auchinleck<br>KA18 2LL     |
| <b>Name &amp; Address of Premises</b>           | Kinmount Hotel<br>Carrutherstown<br>Dumfries<br>DG1 4LD |
| <b>Nature of variation</b>                      | Change of Designated Premises to Paul McCormick         |
| <b>Effective Date of Minor Variation</b>        | 30 July 2024                                            |

| <b><u>Application No. 21 – Ref L.6/705A</u></b> |                                                                                                   |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | BP Oil UK Limited<br>Chertsey Road<br>Sunbury on Thames<br>TD16 7BP                               |
| <b>Name &amp; Address of Premises</b>           | BP Annandale Water M&S SF<br>Annandale water Services<br>Johnstonebridge<br>Lockerbie<br>DG11 1HD |
| <b>Nature of variation</b>                      | Change of Designated Premises to Kevin Dunn                                                       |
| <b>Effective Date of Minor Variation</b>        | 21 August 2024                                                                                    |

| <b><u>Application No. 22 – Ref L.1/623A</u></b> |                                                                                 |
|-------------------------------------------------|---------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Catherine Mcghee<br>Ecclefechan Hotel<br>High Street<br>Ecclefechan<br>DG11 3DF |
| <b>Name &amp; Address of Premises</b>           | Ecclefechan Hotel<br>High Street<br>Ecclefechan<br>DG11 3DF                     |
| <b>Nature of variation</b>                      | Change of Designated Premises to Catherine Mcghee                               |
| <b>Effective Date of Minor Variation</b>        | 23 August 2024                                                                  |

| <b><u>Application No. 23 – Ref L.3/618A</u></b> |                                                                                                           |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | PizzaExpress Limited<br>Building 01<br>Arc Uxbridge<br>Sanderson Road<br>Uxbridge<br>Middlesex<br>UB8 1DH |
| <b>Name &amp; Address of Premises</b>           | PizzaExpress<br>Unit 60/61<br>Gretna Gateway Outlet Village<br>Glasgow Road<br>Gretna<br>DG16 5GG         |
| <b>Nature of variation</b>                      | Change of Designated Premises to Kinga Hijnal                                                             |
| <b>Effective Date of Minor Variation</b>        | 4 September 2024                                                                                          |

**DUMFRIES AND GALLOWAY LICENSING BOARDS  
ANNANDALE & ESKDALE DIVISIONAL LICENSING BOARD**

**THE LICENSING (SCOTLAND) ACT 2005  
APPLICATIONS FOR TRANSFER OF PREMISES LICENCES  
GRANTED UNDER DELEGATED AUTHORITY**

| <b><u>Application No 1. – Ref L.1/641A – SECTION 33</u></b>   |                                                                                |
|---------------------------------------------------------------|--------------------------------------------------------------------------------|
| <b>Name &amp; Address of Previous Premises Licence Holder</b> | Pappan ltd<br>3 Colebridge Road<br>Greenmount<br>Bury<br>Manchester<br>BL8 4EW |
| <b>Name &amp; Address of Transferee or Agent</b>              | David Willis<br>86 High Street<br>Annan<br>DG12 6DW                            |
| <b>Name &amp; Address of Premises</b>                         | Queensberry Arms Hotel<br>47 High Street<br>Annan<br>DG12 6AD                  |
| <b>Effective Date of Transfer</b>                             | 21 March 2024                                                                  |

| <b><u>Application No 2. – Ref L.1/602A – SECTION 33</u></b>   |                                                                               |
|---------------------------------------------------------------|-------------------------------------------------------------------------------|
| <b>Name &amp; Address of Previous Premises Licence Holder</b> | Margaret Tweedie<br>Annandale Arms Hotel<br>High Street<br>Moffat<br>DG10 9HF |
| <b>Name &amp; Address of Transferee or Agent</b>              | Daniel Bevins<br>Limetree House<br>Eastgate<br>Moffat<br>DG10 9AE             |
| <b>Name &amp; Address of Premises</b>                         | Annandale Arms Hotel<br>High Street<br>Moffat<br>DG10 9HF                     |
| <b>Effective Date of Transfer</b>                             | 5 June 2024                                                                   |

| <b>Application No 3. – Ref L.1/623A – SECTION 33</b>          |                                                                                 |
|---------------------------------------------------------------|---------------------------------------------------------------------------------|
| <b>Name &amp; Address of Previous Premises Licence Holder</b> | Sheila Kelly<br>Turrat House<br>High Street<br>Ecclefechan                      |
| <b>Name &amp; Address of Transferee or Agent</b>              | Catherine Mcghee<br>Ecclefechan Hotel<br>High Street<br>Ecclefechan<br>DG11 3DF |
| <b>Name &amp; Address of Premises</b>                         | Ecclefechan Hotel<br>High Street<br>Ecclefechan<br>DG11 3DF                     |
| <b>Effective Date of Transfer</b>                             | 22 August 2024                                                                  |

**DUMFRIES AND GALLOWAY LICENSING BOARDS  
ANNANDALE & ESKDALE DIVISIONAL LICENSING BOARD**

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**THE LICENSING (SCOTLAND) ACT 2005 : SECTION 28(6)  
SURRENDER OF PREMISES LICENCES**

|                                             |                                                                                    |
|---------------------------------------------|------------------------------------------------------------------------------------|
| <b><u>No. 1 – Ref L.2/640A</u></b>          |                                                                                    |
| <b>Name &amp; Address of Licence Holder</b> | The Orogen Distilling Co Ltd<br>10 Elsee Road<br>Rugby<br>Warwickshire<br>CV21 3BA |
| <b>Name &amp; Address of Premises</b>       | Meikle Dyke<br>Dalton<br>Lockerbie<br>DG11 1DU                                     |
| <b>Date Licence Surrendered</b>             | 17 April 2024                                                                      |

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant/Agent</b>     | Westlands Country Park Limited<br>c/o Farries Kirk & McVean Chartered Accountants<br>Tinwald Downs Road<br>Heathhall<br>Dumfries<br>DG1 3SJ                                                                                                                                                                                                                                                                                                                                                            |
| <b>Address of Premises</b> | Westlands Country Park Limited<br>The Broats Moss<br>Annan<br>DG12 6RS                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Description</b>         | <p>The new building is set within Westlands Country Park which extends to 59.62 acres (24.13 ha) and comprises self-catering holiday lodges with hot tubs, a clay pigeon shooting range, two large fly-fishing ponds and woodlands.</p> <p>The new building acts as a visitor centre for the country park comprising a reception, a restaurant with outdoor terraces, an amenity/clothing shop with off-sales cabinets, a gun shop and offices for management of the premises and country park.</p>    |
| <b>Core Times</b>          | <p><u>On Sales</u></p> <p>Monday 11.00am – 11.00pm<br/> Tuesday 11.00am – 11.00pm<br/> Wednesday 11.00am – 11.00pm<br/> Thursday 11.00am – 12.00am<br/> Friday 11.00am – 12.00am<br/> Saturday 11.00am – 12.00am<br/> Sunday 11.00am – 11.00pm</p> <p><u>Off Sales</u></p> <p>Monday 10.00am – 10.00pm<br/> Tuesday 10.00am – 10.00pm<br/> Wednesday 10.00am – 10.00pm<br/> Thursday 10.00am – 10.00pm<br/> Friday 10.00am – 10.00pm<br/> Saturday 10.00am – 10.00pm<br/> Sunday 10.00am – 10.00pm</p> |
| <b>Activities</b>          | <p>Conference Facilities, Bar Meals, Receptions, Club Meetings, Recorded Music, Live Performances, Dance Facilities, Indoor/Outdoor Sports, Televised Sport and Outdoor Drinking Facilities within core hours</p> <p>Restaurant Facilities within and outwith core hours</p>                                                                                                                                                                                                                           |

|                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                          | <p><u>Further info 'outwith core hours'</u> – The restaurant in the visitor centre opens at 09.00am each day and offers breakfasts to visitors from 09.00am to 11.00am before the core hours come into effect.</p> <p><u>Any other Activities:</u></p> <p>The visitor centre primarily acts as a bar &amp; restaurant predominantly for the benefit of the visitors holidaying at the country park or those visiting to shoot clay pigeons or fly fishing. It is also a facility for members of the local community. For visitors to the country park and the local community there will be regular quiz nights, charity events and family entertainment, all within core hours.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>Children and Young Persons</b></p> | <p><b>TERMS</b> – Children and young persons who are holidaying at the country park shall be supervised by suitable adults at all times when attending the visitor centre for the purpose of dining or attending a private prearranged function.</p> <p><b>AGES</b> – Children 0-15 years; Young Persons 16 to 17 years</p> <p><b>TIMES</b> – Children and Young persons, whether attending when holidaying at the country park, visiting the country park or attending a private function, are allowed access within the core hours stated in Q2 from 11.00am to 11.00pm Monday to Wednesday and Sunday 11.00am to 12.00am on Thursday to Saturday provided they are supervised by a suitable adult for the duration of their visit.</p> <p>It is entirely the responsibility of the supervising suitable adult whether a young child is allowed to remain until the terminal hour.</p> <p><b>PARTS</b> – Children and young persons will be allowed in all public areas, specifically the restaurant including lower restaurant area and all outdoor terraces under the supervision of a suitable adult for the specified purposes; however, children and young persons are excluded from the immediate area of the bar counter and the off-sales area as indicated on the plan.</p> <p>For clarity a private pre-arranged function is when the premises or part of the premises is given over to a private party and those attending are only there by private invitation and the premises or that specified part of the premises are then not accessible to the general public.</p> |
| <p><b>Capacity</b></p>                   | <p>Onsales – 265<br/>         Indoors – 120<br/>         Outdoors - 145<br/>         Offsales – 2.756m<sup>2</sup></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|-----------------------------------------------------|---------------------|
|                                                     |                     |
| <b>Last Date for<br/>Objections/Representations</b> | Friday 26 July 2024 |

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant/Agent</b>            | TLT LLP<br>For Welcome Break Group Limited<br>2 Vantage Court<br>Tickford Street<br>Newport Pagnell<br>Buckinghamshire<br>ML16 9EZ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Address of Premises</b>        | WH Smith @ Gretna Green<br>Welcome Break<br>Gretna Green Services<br>Gretna<br>DG16 5HQ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Description</b>                | Retail store selling a wide range of convenience food, drinks, snacks and gifts, located within Welcome Break Gretna Green Services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Core Times</b>                 | <u>Off Sales</u><br><br>Monday 10.00am – 10.00pm<br>Tuesday 10.00am – 10.00pm<br>Wednesday 10.00am – 10.00pm<br>Thursday 10.00am – 10.00pm<br>Friday 10.00am – 10.00pm<br>Saturday 10.00am – 10.00pm<br>Sunday 10.00am – 10.00pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Activities</b>                 | Recorded Music both within and outwith core hours<br><br>The premises may open for general trade prior to the commencement of core hours. Recorded music may be played prior to the commencement of core hours. This will be background level only.<br><br><u>Any other Activities:</u> The primary activity undertaken in the premises is the general retail sale of the following: Groceries, confectionery, bread & cakes, crisps/snacks, non-foods, toiletries, frozen & chilled foods, fruit/vegetables/flowers, newspapers & magazines, toys, tobacco & cigarettes, beers/wines/spirits and other alcoholic products, non-alcoholic drinks. Charity collection point and charitable events take place. Food to go. Click & collect. Paypoint payment. National Lottery outlet. Automated cash machine. Sampling & promotional activities. |
| <b>Children and Young Persons</b> | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Capacity</b>                   | 1.77m <sup>2</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|                                                     |                     |
|-----------------------------------------------------|---------------------|
| <b>Last Date for<br/>Objections/Representations</b> | Friday 26 July 2024 |
|-----------------------------------------------------|---------------------|

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant/Agent</b>            | TLT LLP<br>For Welcome Break Group Limited<br>2 Vantage Court<br>Tickford Street<br>Newport Pagnell<br>Buckinghamshire<br>ML16 9EZ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Address of Premises</b>        | Waitrose @ Gretna Green<br>Welcome Break<br>Gretna Green Services<br>Gretna<br>DG16 5HQ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Description</b>                | Retail store selling a wide range of convenience food, drinks, snacks and gifts, located within Welcome Break Gretna Green Services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Core Times</b>                 | <u>Off Sales</u><br><br>Monday 10.00am – 10.00pm<br>Tuesday 10.00am – 10.00pm<br>Wednesday 10.00am – 10.00pm<br>Thursday 10.00am – 10.00pm<br>Friday 10.00am – 10.00pm<br>Saturday 10.00am – 10.00pm<br>Sunday 10.00am – 10.00pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Activities</b>                 | Recorded Music both within and outwith core hours<br><br>The premises may open for general trade prior to the commencement of core hours. Recorded music may be played prior to the commencement of core hours. This will be background level only.<br><br><u>Any other Activities:</u> The primary activity undertaken in the premises is the general retail sale of the following: Groceries, confectionery, bread & cakes, crisps/snacks, non-foods, toiletries, frozen & chilled foods, fruit/vegetables/flowers, newspapers & magazines, toys, tobacco & cigarettes, beers/wines/spirits and other alcoholic products, non-alcoholic drinks. Charity collection point and charitable events take place. Food to go. Click & collect. Paypoint payment. National Lottery outlet. Automated cash machine. Sampling & promotional activities. |
| <b>Children and Young Persons</b> | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Capacity</b>                   | 9.56m <sup>2</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|                                                     |                       |
|-----------------------------------------------------|-----------------------|
| <b>Last Date for<br/>Objections/Representations</b> | Friday 16 August 2024 |
|-----------------------------------------------------|-----------------------|

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**STEWARTRY DIVISIONAL LICENSING BOARD**

**Minute of Meeting of Friday 27 September 2024  
at 10.30am via Teams**

**MEMBERS PRESENT**

Tony Berretti - Mid and upper Nithsdale;  
Ian Howie - Castle Douglas and Crocketford;  
Kim Lowe (Convener) - Abbey;  
Andy McFarlane - Dee and Glenken;

**APOLOGIES**

Dougie Campbell - Dee and Glenkens;

**IN ATTENDANCE**

Stuart Davidson - Licensing Standards Officer  
Aideen Sloan - Senior Licensing Officer  
Caroline Treanor - Solicitor (Clerk)

**VLAD VALIENTE**  
**Clerk to the Licensing Board**

1. **SEDERUNT, APOLOGIES AND CONVENER'S APPROVAL OF MEMBERS' REMOTE PARTICIPATION**

Three Members present via MS Teams. The Convener approved remote participation.

2. **DECLARATIONS OF INTEREST**

None

3. **MINUTE OF MEETING 7 MAY 2024**

**APPROVED**

4. **LICENSING (SCOTLAND) ACT 2005: APPLICATIONS FOR OCCASIONAL LICENCES AND EXTENDED HOURS (GRANTED UNDER DELEGATED AUTHORITY) – REPORT BY THE CLERK TO THE BOARD**

**Decision**

**NOTED** that the following Occasional Licences and Extended Hours had been granted under delegated authority during the period from 11 January 2024 until 18 April 2024:

**Occasional Licences: Applied for by a Personal Licence Holder**

Total number issued 114

**Occasional Licences: Applied for by a Premises Licence Holder**

Total number issued 19

**Occasional Licences: Applied for by a Voluntary Organisation**

Total number issued 34

**Extended Hours**

Total number issued 1

5. **LICENSING (SCOTLAND) ACT 2005: APPLICATIONS FOR MINOR VARIATIONS (GRANTED UNDER DELEGATED AUTHORITY) – REPORT BY THE CLERK TO THE BOARDS**

**Decision**

**NOTED** that the applications detailed in **Appendix 1** had been granted under delegated authority.

6. **LICENSING (SCOTLAND) ACT 2005: TRANSFER OF PREMISES LICENCE (GRANTED UNDER DELEGATED AUTHORITY) - REPORT BY THE CLERK TO THE BOARDS**

**Decision**

**NOTED** that the applications detailed in **Appendix 2** had been granted under delegated authority.

7. **LICENSING (SCOTLAND) ACT 2005: SURRENDER OF PREMISES LICENCE - REPORT BY THE CLERK TO THE BOARDS**

**Decision**

Having heard from the applicant and the Licensing Standards Officer, the Board **AGREED** to **GRANT** the application as detailed in **Appendix 3**

Councillor McFarlane joined the meeting.

8. **LICENSING (SCOTLAND) ACT 2005: APPLICATION FOR NEW PREMISES LICENCE – CRAIGIEKNOWES GOLF AND TEEROOM, KIPPFORD – REPORT BY THE CLERK TO THE BOARDS**

**Decision**

Having heard from the applicant and the Licensing Standards Officer, the Board **AGREED** to **GRANT** the application as detailed in **Appendix 4**

DUMFRIES AND GALLOWAY LICENSING BOARDS  
STEWARTRY DIVISIONAL LICENSING BOARD

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THE LICENSING (SCOTLAND) ACT 2005: SECTION 29  
APPLICATIONS FOR MINOR VARIATION OF PREMISES LICENCES  
GRANTED UNDER DELEGATED AUTHORITY

| <b><u>Application No. 1 – Ref 0053S</u></b>     |                                                                                      |
|-------------------------------------------------|--------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Co-operative Group Food Ltd<br>Dept 10227<br>1 Angel Square<br>Manchester<br>M60 0AG |
| <b>Name &amp; Address of Premises</b>           | Co-op Kirkcudbright<br>6 St Cuthbert Street<br>Kirkcudbright<br>DG6 4HZ              |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Emma Chambers                               |
| <b>Effective Date of Minor Variation</b>        | 22 April 2024                                                                        |

| <b><u>Application No. 2 – Ref 0047S</u></b>     |                                                                                   |
|-------------------------------------------------|-----------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Guelder Three Limited<br>210 Cygnet Court<br>Centre Park<br>Warrington<br>WA1 1PP |
| <b>Name &amp; Address of Premises</b>           | Cally Palace Hotel and Golf Course<br>Gatehouse of Fleet<br>DG7 2DL               |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Lucy Gourlay                             |
| <b>Effective Date of Minor Variation</b>        | 25 April 2024                                                                     |

| <b><u>Application No. 3 – Ref 0024S</u></b>     |                                                                                                            |
|-------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | L & N Hospitality Limited<br>Kirkcudbright Bay Hotel<br>25 St Cuthberts Street<br>Kirkcudbright<br>DG6 4DJ |
| <b>Name &amp; Address of Premises</b>           | Kirkcudbright Bay Hotel<br>25 St Cuthbert Street<br>Kirkcudbright<br>DG6 4DJ                               |
| <b>Nature of variation</b>                      | Change to layout plan, changes to layout, reduction in capacity from 107 to 77                             |
| <b>Effective Date of Minor Variation</b>        | 2 May 2024                                                                                                 |

| <b><u>Application No. 4 – Ref 0010S</u></b>     |                                                                                                                                                                             |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Paul Swalwell<br>Auchenlarie Holiday Park<br>Gatehouse of Fleet<br>Castle Douglas<br>DG7 2EX                                                                                |
| <b>Name &amp; Address of Premises</b>           | Planet Libourer & Annexe<br>Auchenlarie Caravan Park<br>Foodmarket, Planet Libourer & Annexe<br>Auchenlarie holiday Park<br>Gatehouse of Fleet<br>Castle Douglas<br>DG7 2EX |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Craig Farman                                                                                                                       |
| <b>Effective Date of Minor Variation</b>        | 30 May 2024                                                                                                                                                                 |

| <b><u>Application No. 5 – Ref 0037S</u></b>     |                                                                                                             |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b> | Scottish Midland Co-operative Society Limited<br>Hillwood House<br>2 Harvest Drive<br>Newbridge<br>EH28 8QJ |
| <b>Name &amp; Address of Premises</b>           | Scotmid<br>129 King Street<br>Castle Douglas<br>DG7 11X                                                     |
| <b>Nature of variation</b>                      | Change of Designated Premises Manager to Michaela Docherty                                                  |
| <b>Effective Date of Minor Variation</b>        | 22 June 2024                                                                                                |

**DUMFRIES AND GALLOWAY LICENSING BOARDS  
STEWARTRY DIVISIONAL LICENSING BOARD**

**THE LICENSING (SCOTLAND) ACT 2005  
APPLICATIONS FOR TRANSFER OF PREMISES LICENCES  
GRANTED UNDER DELEGATED AUTHORITY**

| <b><u>Application No. 1 – Ref 0036S – SECTION 33</u></b> |                                                                                                        |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b>          | Blackwater Produce Ltd<br>Strathmore<br>Kendoon<br>St Johns Town of Dalry<br>Castle Douglas<br>DG7 1DX |
| <b>Name &amp; Address of Transferee or Agent</b>         | The Olive Retreat Ltd<br>139 King Street<br>Castle Douglas<br>DG7 1DX                                  |
| <b>Name &amp; Address of Premises</b>                    | Nikos Greek Restaurant<br>139 King Street<br>Castle Douglas<br>DG7 1DX                                 |
| <b>Effective Date of Transfer</b>                        | 10 May 2024                                                                                            |

| <b><u>Application No. 2 – Ref 0024S – SECTION 33</u></b> |                                                                                                           |
|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Applicant or Agent</b>          | L&N Hospitality Limited<br>25 St Cuthbert Street<br>Kirkcudbright<br>DG6 4DJ                              |
| <b>Name &amp; Address of Transferee or Agent</b>         | KB Hotel Ltd<br>Unit 2a<br>Pavilion 2<br>Castlecraig Business Park<br>Players Road<br>Stirling<br>FK7 7SH |
| <b>Name &amp; Address of Premises</b>                    | Kirkcudbright Bay Hotel<br>25 St Cuthbert Street<br>Kirkcudbright<br>DG6 4DJ                              |
| <b>Effective Date of Transfer</b>                        | 5 June 2024                                                                                               |

**DUMFRIES AND GALLOWAY LICENSING BOARDS  
STEWARTRY DIVISIONAL LICENSING BOARD**

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**THE LICENSING (SCOTLAND) ACT 2005 : SECTION 28(6)  
SURRENDER OF PREMISES LICENCE**

| <b><u>No. 1 – Ref 0077S</u></b>             |                                                                                                        |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Name &amp; Address of Licence Holder</b> | LAL (Public House) Limited<br>Albert House<br>308 Albert Drive<br>Pollockshields<br>Glasgow<br>G41 5RS |
| <b>Name &amp; Address of Premises</b>       | Douglas Arms Hotel<br>206 King Street<br>Castle Douglas<br>DG7 1DB                                     |
| <b>Date Licence Surrendered</b>             | 22 July 2024                                                                                           |

| <b><u>No. 2 – Ref 0115S</u></b>             |                                                           |
|---------------------------------------------|-----------------------------------------------------------|
| <b>Name &amp; Address of Licence Holder</b> | Zoran Perovic<br>53 Ashfield Drive<br>Dumfries<br>DG2 9BP |
| <b>Name &amp; Address of Premises</b>       | Luigis<br>3 Maxwell Street<br>Dalbeattie<br>DG5 4AH       |
| <b>Date Licence Surrendered</b>             | 3 September 2024                                          |

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant/Agent</b>     | Julie Clanahan<br>96 High Street<br>Dalbeattie<br>DG5 4HB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Address of Premises</b> | Craigieknowes Golf and Teeroom<br>Kippford<br>Dalbeattie<br>DG5 4LE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Description</b>         | Premises will be run as a pub with the addition of off-sales. The premises is situated in a rural area. The building is detached.                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Core Times</b>          | <p><u>On Sales</u></p> <p>Monday 11.00am – 12midnight<br/> Tuesday 11.00am – 12midnight<br/> Wednesday 11.00am – 12midnight<br/> Thursday 11.00am – 12midnight<br/> Friday 11.00am – 12midnight<br/> Saturday 11.00am – 12midnight<br/> Sunday 11.00am – 12midnight</p> <p><u>Off Sales</u></p> <p>Monday 11.00am – 10.00pm<br/> Tuesday 11.00am – 10.00pm<br/> Wednesday 11.00am – 10.00pm<br/> Thursday 11.00am – 10.00pm<br/> Friday 11.00am – 10.00pm<br/> Saturday 11.00am – 10.00pm<br/> Sunday 11.00am – 10.00pm</p>                              |
| <b>Activities</b>          | <p>Bar Meals, Receptions, Club/Group Meetings, Recorded Music outwith core hours</p> <p>Live Performances and Outdoor Drinking Facilities within core hours.</p> <p>Outwith Core Hours info: Recorded Music , Receptions and group Meetings before core hours. To Provide teas, Coffees and Breakfasts before core hours.</p> <p><u>Any other Activities:</u><br/> Please note that no cooking will take place on the premises. Sandwiches, cakes will be packaged and delivered to the premises. Tea, Coffee will be available from coffee machine.</p> |

|                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Children and Young Persons</b></p>               | <p><b>TERMS</b> – Children will only be allowed entry when accompanied by an adult aged 18 or over. Young persons unaccompanied till 10pm then accompanied by an adult.</p> <p><b>AGES</b> – 0-17</p> <p><b>TIMES</b> – Children and Young Persons till 10pm unless attending a function then terminal hour.</p> <p><b>PARTS</b> – Children and Young Persons must be seated away from the bar on the fixed seating area and can also be seated in the beer garden to the front of the premises.</p> |
| <p><b>Capacity</b></p>                                 | <p>Onsales Total – 90<br/>Indoors – 40<br/>Outdoors – 50</p>                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <p><b>Last Date for Objections/Representations</b></p> | <p>Friday 9 August 2024</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**NITHSDALE DIVISIONAL LICENSING BOARD**

**Minute of Meeting of Wednesday 2 October 2024 at 10.00am  
Remote Hearing**

**MEMBERS PRESENT**

|                        |   |                         |
|------------------------|---|-------------------------|
| Ivor Hyslop (Convener) | - | Lochar                  |
| Tony Berretti          | - | Mid and Upper Nithsdale |
| John Campbell          | - | Nith                    |
| Linda Dorward          | - | Lochar                  |
| Emma Jordan            | - | North West Dumfries;    |
| Tracey Little          | - | Lochar                  |

**IN ATTENDANCE**

|                  |   |                             |
|------------------|---|-----------------------------|
| Stuart Davidson  | - | Licensing Standards Officer |
| Cheryl Syme      | - | Senior Licensing Officer    |
| Caroline Treanor | - | Solicitor                   |

**VLAD VALIENTE**  
**Clerk to the Licensing Boards**

1. **SEDERUNT, APOLOGIES AND CONVENER'S APPROVAL OF MEMBERS' REMOTE PARTICIPATION**

5 Members present at the beginning of the meeting, Councillor Dorward joined shortly after. The Convener approved Members' remote participation at the Hearing.

2. **DECLARATIONS OF INTEREST**

None

3. **MINUTES OF MEETING 20 SEPTEMBER 2024**

**Decision**

**AGREED**

4. **LICENSING (SCOTLAND) ACT 2005: REVIEW OF PREMISES LICENCE – THE HOLE I' THE WA', DUMFRIES – REPORT BY THE CLERK TO THE BOARDS**

**Decision**

After hearing from the Police, Licensing Standards Officer, Applicant's Agent and Applicant, the Board, in terms of its powers under section 36(3)(b) 2005 Act found that a ground for review had been established on the basis of the licensing objectives (a) Preventing Crime and Disorder and (b) Securing Public Safety.

The Board then **AGREED** that it was appropriate in this instance to issue a written warning to the premises licence holder.

5. **LICENSING (SCOTLAND) ACT 2005: REVIEW OF PESONAL LICENCE – LUCY FORTEATH – REPORT BY THE CLERK TO THE BOARDS**

**Decision**

**NOTED** that the personal licence holder did not attend and had not responded to letters and emails sent to her confirming her attendance, the Board **AGREED** to **DEFER** this matter to allow for another letter to be sent to Ms Forteath giving her another chance to appear before a future Hearing of the Board and that if she does not appear then the matter shall be dealt with in her absence at that future Hearing.

**DUMFRIES AND GALLOWAY LICENSING BOARD****THE LICENSING (SCOTLAND) ACT 2005  
APPLICATIONS GRANTED UNDER DELEGATED AUTHORITY****1. Summary**

This report details licences which have been granted under delegated powers, by the Clerk to the Licensing Board during the period starting from the last former Divisional Licensing Board meetings in September 2024 to Thursday 31 October 2024 and invites Members to note the report and appendices.

**2. Applications**

2.1 The undernoted table details the number of occasional licences, extended hours and personal licences granted:

| <b>Application Type</b>                                        | <b>Total number granted</b> |
|----------------------------------------------------------------|-----------------------------|
| Occasional licences – applied for by a personal licence holder | 110                         |
| Occasional licences – applied for by a premises licence holder | 25                          |
| Occasional licences – applied for by a voluntary organisation  | 23                          |
| Extended Hours                                                 | 7                           |
| Personal Licences                                              | 17                          |

2.2 The following appendices further detail applications granted in respect of:-

Minor variation of premises licences - Appendix 1

Transfer of premises licences - Appendix 2

Confirmation of provisional premises licence - Appendix 3

Surrender of premises licences – Appendix 4

Cheryl Syme  
Senior Licensing Officer  
Kirkbank House  
English Street  
Dumfries  
DG1 2HS  
01387 245903

Vlad Valiente  
Clerk to the Licensing Boards  
Kirkbank House  
English Street  
Dumfries  
DG2 2HS

5 November 2024

**Appendix 1****APPLICATIONS FOR MINOR VARIATION OF PREMISES LICENCES**

|     | <b><u>Licence Holder</u></b> | <b><u>Name and address of Premises</u></b>                                     | <b><u>Type of variation</u></b>                              | <b><u>Granted date</u></b> |
|-----|------------------------------|--------------------------------------------------------------------------------|--------------------------------------------------------------|----------------------------|
| 1.  | Iona McGeachie               | John Gillespie & Sons<br>20 Main Street<br>Portpatrick<br>Stranraer<br>DG9 8JL | Change of Designated Premises Manager to Iona McGeachie      | 13/09/2024                 |
| 2.  | Aldi Stores Limited          | Aldi<br>Annan Road<br>Dumfries<br>DG1 3HB                                      | Change of Designated Premises Manager to Steven Farnhill     | 19/09/2024                 |
| 3.  | Lee Park Estates Limited     | The Headland Bar<br>Burrowhead Holiday Village<br>Isle of Whithorn<br>DG8 8JB  | Change of Designated Premises Manager to John Lawson Love    | 26/09/2024                 |
| 4.  | Eastmoor LLP                 | Sure Hotel<br>Annan Road<br>Lockerbie<br>DG11 2RB                              | Change of Designated Premises Manager to Glen Wright         | 01/10/2024                 |
| 5.  | Caroline Higgins             | Brambles Delicatessen<br>48A St Mary Street<br>Kirkcudbright<br>DG6 4HE        | Change of Designated Premises Manager's surname              | 04/10/2024                 |
| 6.  | Aldi Stores Limited          | Aldi<br>Butts Street<br>Annan<br>DG12 5AN                                      | Change to layout plan (no change to capacity)                | 04/10/2024                 |
| 7.  | Rasul Bros                   | Nisa Local<br>62-64 High Street<br>Sanquhar<br>DG4 6BL                         | Change of Designated Premises Manager to Diane Ponton        | 04/10/2024                 |
| 8.  | C J Lang & Son Limited       | Spar<br>Gillbrae Road<br>Georgetown<br>Dumfries<br>DG1 4AT                     | Change of Designated Premises Manager to Diane Sheila Muir   | 07/10/2024                 |
| 9.  | C J Lang & Son Limited       | Spar<br>1 Rosevale Street<br>Dumfries<br>DG1 2EP                               | Change of Designated Premises Manager to Diane Susan Maxwell | 07/10/2024                 |
| 10. | Tesco Stores Limited         | Tesco Extra<br>Cuckoo Bridge Retail Park<br>Glasgow Road                       | Change to Layout Plan resulting in a reduction in capacity   | 07/10/2024                 |

|     |                                                      |                                                                              |                                                                          |            |
|-----|------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------|
|     |                                                      | Dumfries<br>DG2 9BF                                                          | from 306.674m <sup>2</sup> to<br>306.293m                                |            |
| 11. | SR Freshway Ltd                                      | Convenience Store<br>Leamington Square<br>Lochmaben<br>DG1 1LG               | Change of<br>Designated<br>Premises Manager<br>to Nishanthi<br>Rajsangar | 09/10/2024 |
| 12. | Laggan Outdoor Ltd                                   | Gather<br>Laggan<br>Gatehouse of Fleet<br>Castle Douglas<br>DG7 2ES          | Change of<br>Designated<br>Premises Manager<br>to Hannah Birse           | 10/10/2024 |
| 13. | GG's Yard                                            | GG's Yard<br>Laggan<br>Gatehouse of Fleet<br>Castle Douglas<br>DG7 2ES       | Change of<br>Designated<br>Premises Manager<br>to Alistair Cooper        | 10/10/2024 |
| 14. | Laggan Outdoor Ltd                                   | Murray Arms Hotel<br>Ann Street<br>Castle Douglas<br>DG7 2HY                 | Change of<br>Designated<br>Premises Manager<br>to Duncan<br>McConchie    | 10/10/2024 |
| 15. | Scottish Midland Co-<br>operative Society<br>Limited | Scotmid<br>129 King Street<br>Castle Douglas<br>DG7 1LX                      | Change of<br>Designated<br>Premises Manager<br>to Silvia Henry           | 22/10/2024 |
| 16. | Scottish Midland Co-<br>operative Society<br>Limited | Scotmid<br>202/204 Lochside Road<br>Dumfries<br>DG2 0EB                      | Change of<br>Designated<br>Premises Manager<br>to Michaela<br>Docherty   | 22/10/2024 |
| 17. | Rasul and Son Limited                                | Nisa Kelloholm<br>Nith Buildings<br>Greystone Avenue<br>Kelloholm<br>DG4 6RX | Change of<br>Designated<br>Premises Manager<br>to Louise<br>Shankland    | 22/10/2024 |
| 18. | Lesley Ross                                          | Douglas Arms<br>75 Friars Vennel<br>Dumfries<br>DG1 2RQ                      | Change of<br>Designated<br>Premises Manager<br>to Cara McNaught          | 24/10/2024 |
| 19. | C J Lang & Son Limited                               | Spar<br>High Street<br>Dalbeattie<br>DG5 4HD                                 | Change of<br>Designated<br>Premises Manager<br>to Anthony<br>Lockhart    | 25/10/2024 |
| 20. | Hawthorn Leisure<br>Scotco Limited                   | Stag Bar<br>48 Bank Street<br>Dumfries<br>DG1 2PA                            | Change of<br>Designated<br>Premises Manager<br>to Alex Bulloch           | 25/10/2024 |

|     |             |                                                                           |                                                                |            |
|-----|-------------|---------------------------------------------------------------------------|----------------------------------------------------------------|------------|
| 21. | Rasul Bros  | Nisa Local<br>Scott Street<br>Kelloholm<br>DG4 6QT                        | Change of<br>Designated<br>Premises Manager<br>to Diane Ponton | 28/10/2024 |
| 22. | Glen Wright | Dryfesdale Country<br>House Hotel<br>Dryfebridge<br>Lockerbie<br>DG11 2SF | Change of<br>Designated<br>Premises Manager<br>to Erin Wright  | 29/10/2024 |

**Appendix 2****APPLICATIONS FOR TRANSFER OF PREMISES LICENCES**

|    | <b><u>Applicant</u></b> | <b><u>Name and address of Premises</u></b>              | <b><u>New licence holder</u></b> | <b><u>Granted date</u></b> |
|----|-------------------------|---------------------------------------------------------|----------------------------------|----------------------------|
| 1. | John Watson             | Above & Below<br>87 Irish Street<br>Dumfries<br>DG1 2PQ | Nicola McAleese                  | 19/09/2024                 |
| 2. | Stephen Donnan          | Creebridge House Hotel<br>Newton Stewart<br>DG8 6NP     | Sarah Donnan                     | 23/09/2024                 |
| 3. | Kim Coon                | Star Hotel<br>18 Main Street<br>Twynholm<br>DG6 4NT     | Suzanne Thorpe                   | 30/10/2024                 |

**Appendix 3****APPLICATION FOR CONFIRMATION OF PROVISIONAL PREMISES LICENCE**

|    | <b><u>Licence Holder</u></b> | <b><u>Name and address of Premises</u></b>                                    | <b><u>Date of grant of provisional premises licence</u></b> | <b><u>Effective date of confirmation</u></b> |
|----|------------------------------|-------------------------------------------------------------------------------|-------------------------------------------------------------|----------------------------------------------|
| 1. | Motor Fuel Ltd               | Dumfries Brooms Road<br>Service Station<br>Brooms Road<br>Dumfries<br>DG1 2SH | 20/09/2024                                                  | 08/10/2024                                   |

**SURRENDER OF PREMISES LICENCES**

|    | <b><u>Licence Holder</u></b> | <b><u>Name and address of Premises</u></b>                         | <b><u>Date licence surrendered</u></b> |
|----|------------------------------|--------------------------------------------------------------------|----------------------------------------|
| 1. | Graham Edwards               | Moat Brae<br>101 George Street<br>Dumfries<br>DG1 1EA              | 24/09/2024                             |
| 2. | T.B. Watson Ltd              | Troqueer Arms<br>Troqueer Road<br>Dumfries<br>DG2 7DF              | 30/09/2024                             |
| 3. | Peter Gronbjerg              | Thornhill Inn<br>103-106 Drumlanrig Street<br>Thornhill<br>DG3 5LU | 02/10/2024                             |
| 4. | Robert Anderson              | Glenisle Inn<br>Palnackie<br>Castle Douglas<br>DG7 1PL             | 11/10/2024                             |
| 5. | Abdul Mannan                 | Super Saver Store<br>64 Lincluden Road<br>Dumfries<br>DG2 0QB      | 17/10/2024                             |

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**DUMFRIES AND GALLOWAY LICENSING BOARD****LICENSING (SCOTLAND) ACT 2005: SECTION 30  
APPLICATIONS FOR MAJOR VARIATIONS OF PREMISES LICENCES****1. Reason for Report**

This report details applications received for major variation of premises licences. The Board is statutorily obliged to hold a Hearing in respect of such applications.

**2. Background**

2.1 The applications received by the Licensing Service are listed below and are detailed in the attached hearings summaries. Each hearing summary contains details of the application and associated relevant material, for Members to consider and determine.

Applications received

|           |                                                                                                                                                                                             |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Hearing 1 | The Clubhouse Bar, Bankend Road, Dumfries, DG1 4TH<br>Appendix 1 – details of application<br>Appendix 2 – LSO report<br>Appendix 3 – Planning comments<br>Appendix 4 – Proposed layout plan |
| Hearing 2 | Penny Petroleum, Inch Services, Castle Kennedy, DG9 8RY<br>Appendix 1 – details of application<br>Appendix 2 – LSO report                                                                   |
| Hearing 3 | Petrol Station, Creebridge, Newton Stewart, DG8 6NP<br>Appendix 1 – details of application<br>Appendix 2 – LSO report                                                                       |

2.2 As is required by law, a copy of each application was sent to:

- Police Scotland
- The Local Authority
- Scottish Fire and Rescue Service (SFRS)
- Local Community Council
- NHS Dumfries and Galloway
- Neighbours: Persons having notifiable interest in neighbouring land (within 4 metres in any direction of any boundary of the premises).

2.3 In terms of the law, the Board is obliged to advertise notice of the applications on its website for a continuous period of 21 days. The applicant is also obliged to display a site notice of A4 size at or near the premises in a place and at a height where the notice can conveniently be read by the public on the same dates as the Board's notice.

2.4 On expiry of the 21 day advertising period, the applicant must submit to the Board signed Confirmation of Site Notice before the Board may determine the application.

2.5 Signed Confirmation of Site Notice has been received in respect of each application.

### 3. Determining the applications

3.1 As democratically elected individuals, ultimate decision making power rests with elected Members and not Council Officers. Whilst Officers can give advice, they cannot clearly make decisions at Hearings. Ultimately, the Board must come to a lawful decision taking into account the following:

- 3.2 The Board must consider whether any of the grounds for refusal apply and
- (i) If NO ground of refusal applies, the Board must GRANT the application
  - (ii) If ANY ground of refusal applies, the Board must REFUSE the application.

### 3.3 The section 30(5) grounds for refusal are:-

- The application must be refused under
  - Section 32(2) (where the Board has refused a premises licence variation application in respect of the same premises and seeking the same variation and this is a subsequent application received within 12 months of the refusal)
  - Section 64(2) (where the application is for 24 hour operation and exceptional circumstances justifying the sale of a 24 hour operation have not been proven)
  - Section 65(3) (the application is for off sales outwith 10am to 10pm)

- Licensing Objectives ground of refusal

The Licensing Board considers that the granting of the application would be inconsistent with one or more of the licensing objectives (preventing crime and disorder/securing public safety/preventing public nuisance/protecting and improving public health/protecting children and young persons from harm)

- Unsuitability of the premises

That having regard to:-

- a) the nature of the activities proposed to be carried on in the premises
- b) the location, character and condition of the premises; and
- c) the persons likely to frequent the premises

the Board considers that the premises are unsuitable for use for the sale of alcohol in accordance with the proposed variation.

- Overprovision

That the Board considers that, if the application were to be granted, there would, as a result, be overprovision of licensed premises, or licensed premises of the same or similar description as the subject premises (taking account of the variation), in the locality.

### 4. Recommendation

Taking each application in turn, Members are asked to either GRANT or REFUSE each of the applications.

Cheryl Syme  
Senior Licensing Officer  
Kirkbank House  
English Street  
Dumfries  
DG1 2HS  
01387 245903

Vlad Valiente  
Clerk to the Licensing Boards  
Kirkbank House  
English Street  
Dumfries  
DG2 2HS

5 November 2024



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**Dumfries and Galloway Licensing Board**  
**Application for Variation of Premises Licence**

|                                                |                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant/Agent</b>                         | Craig Patterson<br>2 The Grove<br>Heathhall<br>Dumfries<br>DG1 1TN                                                                                                                                                                                                                                                                     |
| <b>Address of Premises</b>                     | The Clubhouse Bar<br>Bankend Road<br>Dumfries<br>DG1 4TH                                                                                                                                                                                                                                                                               |
| <b>Nature of Variation</b>                     | <p><b><u>Operating Plan</u></b></p> <p>Increase indoor and outdoor capacity. Capacity details to now read:</p> <p>Total – 180<br/>Indoor – 140<br/>Outdoor – 40</p> <p>Change of opening times Monday to Sunday 10am (currently 11am)</p> <p><b><u>Layout Plan</u></b></p> <p>Extend outdoor drinking area. From 3mx6m to 9mx7.2m.</p> |
| <b>Last Date for Objections/Representation</b> | <b>Friday 19 July 2024</b>                                                                                                                                                                                                                                                                                                             |

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Hearing 01 - Appendix 2**DUMFRIES & GALLOWAY LICENSING BOARD  
LICENSING STANDARDS OFFICER REPORT****LICENSING (SCOTLAND) ACT 2005:  
APPLICATION FOR VARIATION OF PREMISES LICENCE, PREMISES:  
THE CLUBHOUSE BAR, BANKEND ROAD, DUMFRIES, DG1 4TH**

1. This application has been submitted by Craig Patterson, 2 The Grove, Heathhall, Dumfries, DG1 1TN. The application seeks a variation to the current operating and layout plan for The Clubhouse Bar, Bankend Road, Dumfries, DG1 4TH.

1.2 The premise is a standalone building known as The Clubhouse Bar, Bankend Road, Dumfries. It comprises of a tearoom area on entry and then a large function room with a bar all being on the ground floor, with a small outdoor drinking area to the rear. The premises also act as the hospitality for the golf club / clubhouse at the Crichton Golf Club.

1.3 The Crichton Golf Club relinquished itself from club status several years ago. The applicant is also the Designated Premises Manager, and he runs a catering / hospitality business from the premises. The premises are very busy catering for many functions, including birthday celebrations and funerals.

2. The premises currently has licensed hours for on sales.

- 11am to 1am, Monday to Sunday

The premises are licensed for off sales.

- 10am to 10pm, Monday to Sunday

3. The applicant is seeking a major variation as follows:

3.1 Increase indoor and outdoor capacity. Capacity details to now read:

|         |     |
|---------|-----|
| Total   | 180 |
| Indoor  | 140 |
| Outdoor | 40  |

3.2 Layout Plan - Extend outdoor drinking area. From 3m x 6m to 9m x 7.2m.

3.3 The capacity increase relates to an increase of 20 for indoor and 40 for the outdoor drinking area.

3.4 The outdoor area is a new extended patio at the rear of the premises and is now 9m x 7.2m from 3m x 6m. The patio has been modernised with barrier panelling on the outer edge and the area leads from patio doors in the function room. The outdoor area has 10 wooden benches and is a scenic seating area for golfers and / or patrons to sit either watching the nearby golf or taking in the outdoor views of the course. It will also be used as a smoking area for patrons.

3.5 This area is contained within the grounds of the clubhouse / golf course and would only be accessed by those attending the premises. This area will take the extra number of patrons easily, as will the increase of 20 indoors, the premises are very spacious.

3.6 There are no residential properties in the immediate vicinity of the premises and outdoor area, indeed the nearest dwelling is at the far end of the premises car park then waste land which will be about 400 metres away.

3.7 I made the applicant aware of the Nithsdale Policy regarding outdoor drinking at 1.16.15 in the Licensing Policy Statement. It is clear from dealing with the applicant, that he is extremely responsible, and he would hope to have the whole outdoor drinking area licensed until the current terminal hour of 1am, i.e. the patio at 9m x 7.2m. The previous smaller area (3m x 6m) is already licensed until the terminal hour.

4. The applicant is also seeking to change of opening times Monday to Sunday 10am (currently 11am).

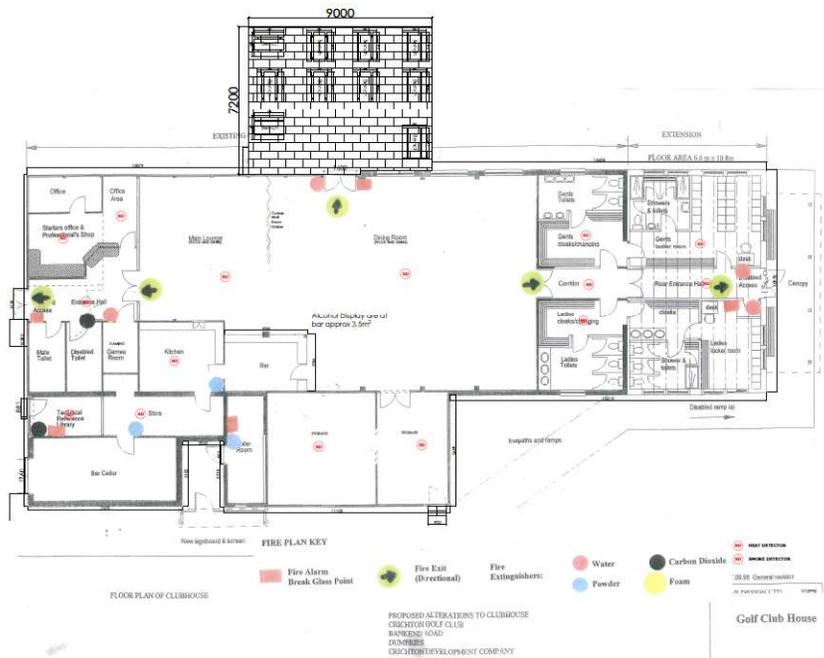
4.1 The earlier opening request is purely to meet business demand for the applicant.

5. I had met the applicant recently for a routine compliance inspection and I found him to be extremely professional and responsible with no issues or concerns highlighted.

6. The application was advertised on the Board's website page from **Friday 28<sup>th</sup> June 2024**, simultaneously a request was made for the applicant to display a notice at the premises. The notice was checked on Tuesday 2<sup>nd</sup> July 2024 and was found to be appropriately on display.

7. There are no adverse comments to be made in respect of this application.

Stuart Davidson  
Housing and Licensing Standards Officer  
02.07.24



- 3. Any discrepancies to be notified to McGowan Miller prior to commencement of work.
- 4. All works to be carried out to current industry standards.
- 5. To be made in conjunction with all relevant project information.

| REVISIONS: |          |                    |
|------------|----------|--------------------|
| REV        | Date     | Revisions          |
| A          | MARCH 24 | Various Amendments |



**McGowan Miller**  
Construction Consultants

38 George Street, Dublin 1, D01 1B8  
www.mcgowanmiller.co.uk  
e: info@mcgowanmiller.co.uk  
t: 01877 254283

Registered by RICS - McGowan Miller Registered No. 32319247

**PROJECT:**  
Crichton Club House  
Crichton Golf Course  
Barnwell Road  
Dumfries  
DG1 4TH

**CLIENT:**  
Crichton Club House

**DRAWING TITLE:**  
FLOOR PLANS

|        |                |             |  |
|--------|----------------|-------------|--|
| SCALE  | 1:100 @ A2     | DRAWING No. |  |
| DATE   | AUGUST 2023    | CGC-02A     |  |
| SIGNED | SM             |             |  |
| ISSUE  | LICENSING PLAN |             |  |

1 EXISTING FLOOR PLAN  
1:100



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# Internal Memo

Planning and Environment – Planning and Building Standards

20 June 2024

To: Licensing Department

Your ref:

Drop Point:

From: Lindsey Cameron, Team Leader, Planning Applications, Militia House, English Street, Dumfries, DG1 2HS

Our ref: LC3061

**LICENSING (SCOTLAND) ACT 2005  
APPLICATION FOR VARIATION OTHER THAN A MINOR VARIATION  
PREMISES: CRICHTON GOLF CLUB, CLUBHOUSE BAR, BANKEND ROAD,  
DUMFRIES  
APPLICANT: CRAIG DEREK PATTERSON**

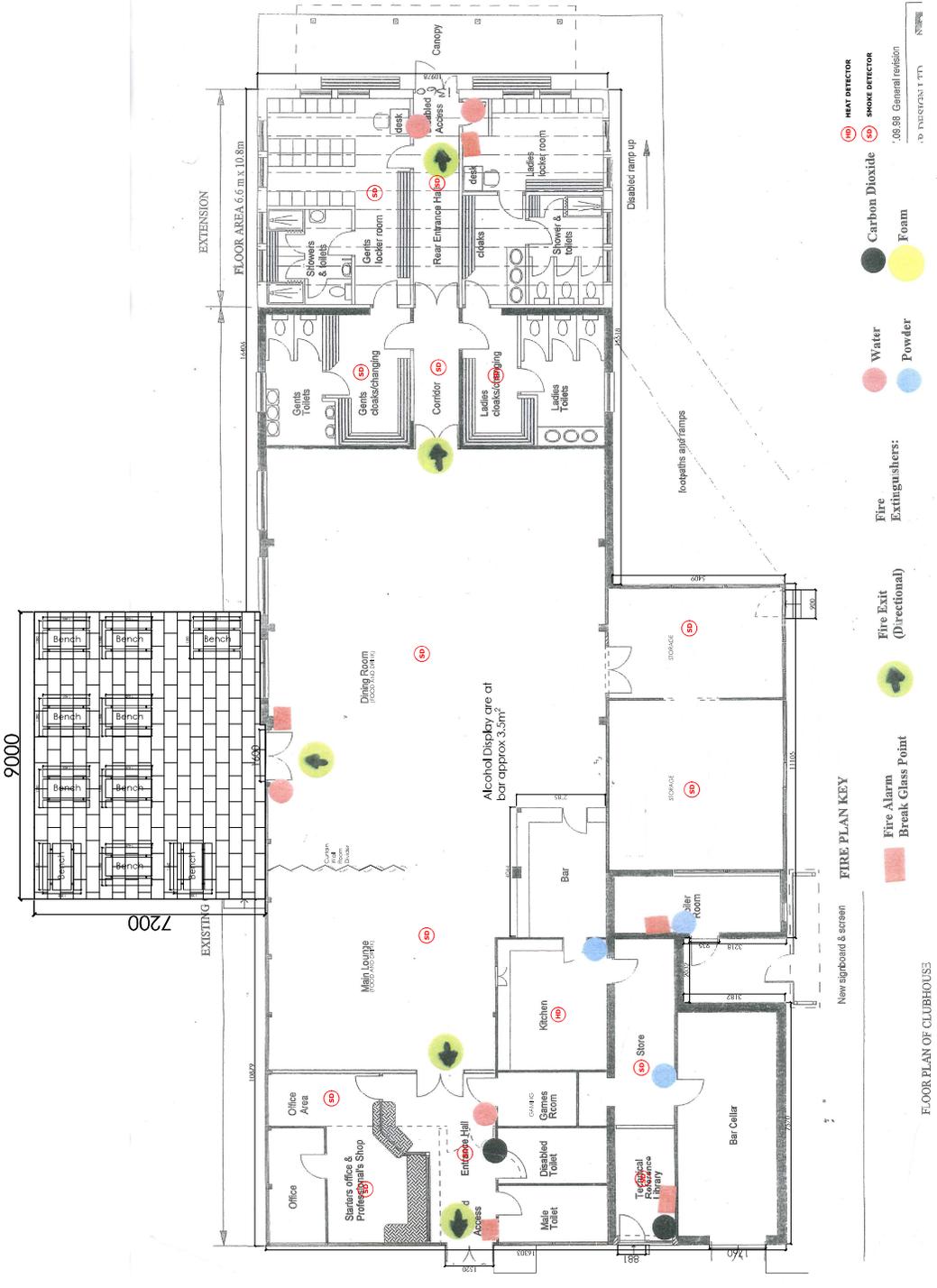
I refer to your e-mail dated 19 June 2024 with attached appendix regarding the above and note that the site is located in the Conservation Area meaning that any external alterations at the site will require Planning Permission.

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# Hearing 01 - Appendix 4

**Notes:**  
 1. Do not scale from drawing.  
 2. All sizes must be checked on site by the contractor prior to commencement of works.  
 3. Any discrepancies to be notified to McGowan Miller prior to commencement of works.  
 4. All works to be carried out to current industry standards.  
 5. To be read in conjunction with all relevant project information.

| REVISIONS: |                    |
|------------|--------------------|
| REV        | Date               |
| A          | MARCH 24           |
|            | Revisions          |
|            | Various Amendments |



**FIRE PLAN KEY**

- Fire Alarm Break Glass Point
- Fire Exit (Directional)
- Fire Extinguishers:
  - Water
  - Powder
  - Carbon Dioxide
  - Foam
- HEAT DETECTOR
- SMOKE DETECTOR

PROPOSED ALTERATIONS TO CLUBHOUSE  
 CRICHTON GOLF CLUB  
 BANKEND ROAD  
 DUMFRIES  
 CRICHTON DEVELOPMENT COMPANY

**Golf Club House**



**1** EXISTING FLOOR PLAN  
 1:100

**McGowan Miller**  
 Construction Consultants

36 George Street, Dumfries, DG1 1EH  
 www.mcgowanmiller.co.uk  
 e: info@mcgowanmiller.co.uk  
 t: 01387 254283

Regulated by RICS - McGowan Miller Registered No: SC319341

**RICS**

**PROJECT:**  
 Crichton Club House  
 Crichton Golf Course  
 Bankend Road  
 Dumfries  
 DG1 4TH

**CLIENT:**  
 Crichton Club House

**DRAWING TITLE:**  
 FLOOR PLANS

|        |             |                |
|--------|-------------|----------------|
| SCALE  | 1:100 @ A2  | DRAWING No.    |
| DATE   | AUGUST 2023 | CGC-02A        |
| SIGNED | SM          |                |
| ISSUE  |             | LICENSING PLAN |

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**Dumfries and Galloway Licensing Board  
Application for Variation of Premises Licence**

|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant</b>                                | Penny Petroleum (Scotland) Limited<br>Old Station House<br>Powburn<br>Alnwick<br>Northumberland<br>NE66 4HU                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Address of Premises</b>                      | Penny Petroleum - Inch Services<br>Inch Services<br>Castle Kennedy<br>DG9 8RY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Nature of Variation</b>                      | <p><b><u>Variation to Operating Plan</u></b></p> <p><u>(5) – Activities outwith core licensed hours:</u></p> <p>To amend and add wording to read as follows - “The premises may open for general trade prior to the commencement of core hours. Recorded music may be played, prior to the commencement of core hours. This is background level only. National Lottery tickets/cards can be purchased prior to core hours.”</p> <p><u>(5f) Any other activities</u></p> <p>To amend and add wording to read as follows – “The primary activity undertaken at the aforementioned premises is the retail sale of the following commodities to the general public. Groceries, confectionery, bread and cakes, crisps and snacks, soft drinks, non foods, toiletries, frozen foods, chilled foods, fruit and veg, newspapers and magazines, tobacco and cigarettes, wines and spirits and other fermented, distilled and spirituous liquors. Fuel &amp; other vehicle accessories/tools. Food to Go/Food on the Move. Click &amp; collect. Home Deliveries. External automated cash machine. Charity collection point and charitable events may take place, alongside sampling &amp; promotional activities.</p> <p>The licence holder may operate a national lottery within the outlet and/or a pay point bill payment service. They may also provide additional services for the customer, including but not limited to - hot drinks dispensers, parcel/package collection points, launderettes, post office services &amp; hot food points.”</p> |
| <b>Last Date for Objections/Representations</b> | <b>Friday 25 October 2024</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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**Hearing 02 – Appendix 2****DUMFRIES & GALLOWAY LICENSING BOARDS  
LICENSING STANDARDS OFFICER REPORT**

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**LICENSING (SCOTLAND) ACT 2005:  
APPLICATION FOR VARIATION OF PREMISES LICENCE  
PENNY PETROLEUM – INCH SERVICES, CASTLE KENNEDY DG9 8RY  
LICENCE HOLDER: PENNY PETROLEUM (SCOTLAND) LTD**

1. This application relates to a variation of activities carried on in the premises, all consistent with the range of services provided in a shop of this type.

1.1 These activities represent a very precise and thorough list detailing the many services available.

1.2 There is no change to the layout plan or alcohol display areas.

2. The addition of “home deliveries” will allow customers to order groceries, food and drinks, including alcoholic drinks, for home delivery from the premises.

2.1 The Board’s Licensing policy statement includes the following paragraph relating to home deliveries which include online purchases of alcohol:

*The Board acknowledges concerns raised by NHS Dumfries and Galloway at individual meetings held August/ September 2023 with regard to increased levels of online sales of alcohol. The Board encourages applicants for premises licences which will include online sales to provide the Board with details of how the deliveries will operate and in particular :*

- 1. the hours of delivery;*
- 2. the steps which will be taken to verify the age of the person ordering and accepting delivery of the alcohol ; and*
- 3. the use of age verification policies such as Challenge 25 or a similar verification scheme for all deliveries.*

2.2 Section 119 is relevant confirming it is an offence to deliver alcohol unless the following is in place:

1. a day book recording the order is kept on the premises from where the alcohol was despatched; and
2. a delivery book or invoice is carried by the person delivering the alcohol.

The information required to be entered in the book or invoice is:

1. the quantity, description and price of the alcohol; and
2. the name and address of the person to whom the alcohol is to be delivered.

2.3 It will be necessary for age verification to take place at the point of delivery.

2.4 The applicant's agent is formulating a policy to prevent delivery of alcohol to persons under 18 years of age.

2.5 Section 120 prohibits delivery of alcohol to any premises (other than licensed premises) between the hours of midnight and 6am.

3. The application was advertised on the Board's website page from 4 October 2024. Simultaneously a notice must be displayed at the premises.

3.1 The Notice was checked on 10 October 2024 at which time it was displayed in the window of the premises.

4. I have no adverse comments to make.

*Julia Farroll*

Licensing Standards Officer

22 October 2024

**Dumfries and Galloway Licensing Board  
Application for Variation of Premises Licence**

|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Applicant</b>                                | Penny Petroleum (Scotland) Limited<br>Old Station House<br>Powburn<br>Alnwick<br>Northumberland<br>NE66 4HU                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Address of Premises</b>                      | Petrol Station<br>Creebridge<br>Newton Stewart<br>DG8 6NP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Nature of Variation</b>                      | <p><b><u>Variation to Operating Plan</u></b></p> <p>(3d) – Amend premises name to “Creebridge Service Station”</p> <p><u>(5) – Activities outwith core licensed hours:</u></p> <p>To amend and add wording to read as follows - “The premises may open for general trade prior to the commencement of core hours. Recorded music may be played, prior to the commencement of core hours. This is background level only. National Lottery tickets/cards can be purchased prior to core hours.”</p> <p><u>(5f) Any other activities</u></p> <p>To amend and add wording to read as follows – “The primary activity undertaken at the aforementioned premises is the retail sale of the following commodities to the general public. Groceries, confectionery, bread and cakes, crisps and snacks, soft drinks, non foods, toiletries, frozen foods, chilled foods, fruit and veg, newspapers and magazines, tobacco and cigarettes, wines and spirits and other fermented, distilled and spirituous liquors. Fuel &amp; other vehicle accessories/tools. Food to Go/Food on the Move. Click &amp; collect. Home Deliveries. External automated cash machine. Charity collection point and charitable events may take place, alongside sampling &amp; promotional activities.</p> <p>The licence holder may operate a national lottery within the outlet and/or a pay point bill payment service. They may also provide additional services for the customer, including but not limited to - hot drinks dispensers, parcel/package collection points, launderettes, post office services &amp; hot food points.”</p> |
| <b>Last Date for Objections/Representations</b> | <b>Friday 25 October 2024</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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**Hearing 03 – Appendix 2****DUMFRIES & GALLOWAY LICENSING BOARDS  
LICENSING STANDARDS OFFICER REPORT**

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**LICENSING (SCOTLAND) ACT 2005:  
APPLICATION FOR VARIATION OF PREMISES LICENCE  
PETROL STATION, CREEBRIDGE, NEWTON STEWART DG8 6NP  
LICENCE HOLDER: PENNY PETROLEUM (SCOTLAND) LTD**

1. This application relates to a change of name and a variation of activities carried on in the premises, all consistent with the range of services provided in a shop of this type.

1.1 These activities represent a very precise and thorough list detailing the many services available.

1.2 There is no change to the layout plan or alcohol display areas.

2. The addition of “home deliveries” will allow customers to order groceries, food and drinks, including alcoholic drinks, for home delivery from the premises.

2.1 The Board’s Licensing policy statement includes the following paragraph relating to home deliveries which include online purchases of alcohol:

*The Board acknowledges concerns raised by NHS Dumfries and Galloway at individual meetings held August/ September 2023 with regard to increased levels of online sales of alcohol. The Board encourages applicants for premises licences which will include online sales to provide the Board with details of how the deliveries will operate and in particular :*

- 1. the hours of delivery;*
- 2. the steps which will be taken to verify the age of the person ordering and accepting delivery of the alcohol ; and*
- 3. the use of age verification policies such as Challenge 25 or a similar verification scheme for all deliveries.*

2.2 Section 119 is relevant confirming it is an offence to deliver alcohol unless the following is in place:

1. a day book recording the order is kept on the premises from where the alcohol was despatched; and
2. a delivery book or invoice is carried by the person delivering the alcohol.

The information required to be entered in the book or invoice is:

1. the quantity, description and price of the alcohol; and
2. the name and address of the person to whom the alcohol is to be delivered.

2.3 It will be necessary for age verification to take place at the point of delivery.

2.4 The applicant's agent is formulating a policy to prevent delivery of alcohol to persons under 18 years of age.

2.5 Section 120 prohibits delivery of alcohol to any premises (other than licensed premises) between the hours of midnight and 6am.

3. The application was advertised on the Board's website page from 4 October 2024. Simultaneously a notice must be displayed at the premises.

3.1 The Notice was checked on 10 October 2024 at which time it was displayed on a post at the boundary of the petrol station.

4. I have no adverse comments to make.

*Julia Farroll*  
Licensing Standards Officer

22 October 2024

**DUMFRIES AND GALLOWAY LICENSING BOARD**

---

**LICENSING (SCOTLAND) ACT 2005 (THE ACT): SECTION 84A  
CONDUCT INCONSISTENT WITH THE LICENSING OBJECTIVES  
PERSONAL LICENCE HOLDER: LUCY FORTEATH****1. Reason for Report**

As the Board has received a section 84A report from the Chief Constable it must, in law, hold a Hearing.

**2. Background**

2.1 On 17 September 2024, the Chief Constable, in terms of his power under section 84A the Act, submitted to the Board a report alleging that Lucy Forteath, the holder of a personal licence, has acted in a manner that is inconsistent with the licensing objectives, (a) Preventing Crime and Disorder and (b) Securing Public Safety (**Appendix**).

2.2 A Personal Licence issued by a Licensing Board authorises the licence holder to supervise or authorise the sale of alcohol.

2.3 In terms of procedure, both the letter and Notice of Hearing have been sent to the licence holder.

2.4 This matter was considered by the previous Nithsdale Divisional Licensing Board on 2 October 2024 and, as Lucy Forteath was not in attendance at said Hearing, a decision was made to defer consideration to a future Hearing date to give Lucy Forteath a further opportunity to attend.

2.5 Letter dated 2 October 2024 was sent to the licence holder advising of the Board's decision to defer consideration of the matter in terms of natural justice to enable the licence holder to attend and hear her version of events.

2.6 Further letter dated 24 October 2024 was also sent citing the licence holder to attend today's Hearing.

**3. Determination**

3.1 At its Hearing the Board may, after giving

- the licence holder concerned and
- such other persons as they consider appropriate an opportunity to be heard and
- if satisfied that it is necessary to do so for the purposes of any of the licensing objectives, make an order to:

- a) revoke the licence;
- b) suspend the licence for a maximum 6 month period as the Board considers appropriate; or
- c) endorse the licence. (an endorsement expires after five years)

3.2 It is also open to the Board to take no action.

3.3 If, at the Hearing, the Board is satisfied that, having regard to the licensing objectives, the licence holder is not a fit and proper person to be the holder of a personal licence then the Board must make an order revoking the licence.

**4. Recommendations**

4.1 Members are asked to consider whether they wish to:

- revoke
- suspend
- endorse the licence or
- take no action; and

4.2 Note that if a determination is made that the licence holder is not a fit and proper person to be the holder of the personal licence then the Board has no discretion as to which action it wishes to take as it must, in law, revoke the licence.

Cheryl Syme  
Senior Licensing Officer  
Kirkbank House  
English Street  
Dumfries  
DG1 2HS  
01387 245903

Vlad Valiente  
Clerk to the Licensing Boards  
Kirkbank House  
English Street  
Dumfries  
DG2 2HS

5 November 2024

**OFFICIAL SENSITIVE: POLICE AND PARTNERS**

17 September 2024

Your Ref: DG/N/1059

Our Ref: AP/HJR

Clerk of the Board  
Nithsdale Divisional Licensing  
Kirkbank House  
English Street  
Dumfries  
DG1 2HS



Dumfries & Galloway Division  
Police Headquarters  
Cornwall Mount  
Dumfries  
DG1 1PZ

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - SECTION 84A  
REPORT OF CONDUCT INCONSISTENT WITH LICENSING OBJECTIVES  
PERSONAL LICENCE HOLDER:  
LUCY FORTEATH, 143 LOCHSIDE ROAD, LOCHSIDE, DUMFRIES, DG2 0EA  
LICENCE NO: DG/N/1059**

The Chief Constable hereby reports to the Licensing Board in terms of Section 84A of the Licensing (Scotland) Act 2005 that Ms Lucy Forteath, has acted in a manner which is inconsistent with the licensing objective(s) articulated at Section 4(1) of Act, namely:

- Preventing Crime and Disorder
- Securing Public Safety

Ms Forteath holds a Personal Licence which was issued by the Nithsdale Licensing Board on 26<sup>th</sup> August 2022 and is due to expire on 25<sup>th</sup> August 2032. At the time of the incident being reported she was working within the Hole in the Wa', 156 High Street, Dumfries.

The following information is provided for the Board's consideration.

During enquiries on 13<sup>th</sup> August 2024, with regards to a serious and violent crime committed at a separate licensed premises in Dumfries, it was brought to Police attention that a violent crime had been committed by the same accused earlier in the evening within the Hole in the Wa', 156 High Street, Dumfries.

On the evening of Friday 09<sup>th</sup> August 2024, Security Staff at The Hole in The Wa recorded within their incident book that a male person had been removed from the premises after a glass had been thrown at another male injuring his head.

CCTV was reviewed by Police, and this incident had been captured on both cameras covering the lounge area, whereby it showed the accused male sat at a table near to the dancefloor in company of two other males.

**OFFICIAL SENSITIVE: POLICE AND PARTNERS**

The footage shows a prolonged heated discussion between the victim and accused which results in the accused picking up a glass from a table and throwing it at the victim. It is unclear if the glass connects with the victim, but he appears to grab the back of his head. Nearby Security Staff thereafter remove the accused.

The victim is then observed to sit down, and blood can be seen on the back of their neck, and they leave the premises thereafter.

The victim was later conveyed to hospital due to a cut to the back of his head which would not stop bleeding, where four staples were utilised to close the wound.

Police Officers spoke with staff at the Hole In The Wa', and it was unclear at that time if this incident had been reported to Police. It was established that Lucy Forteath had been on duty on 09<sup>th</sup> August 2024.

Police Officers spoke with Ms Forteath and the two door stewards on duty on that evening, who confirmed that this incident was not reported to the Police and the premises had been cleaned up resulting in there being no forensic evidence opportunities.

Due to Ms Forteath failing to contact Police, an opportunity was missed to prevent the male attending at other licensed premises. On this occasion the male did assault a further male outside licensed premises, where the victim was conveyed to hospital with initial life-threatening injuries.

Due to this lack of action from a Personal Licence Holder who has completed relevant training and is in a position of authority and responsibility in respect of her patrons, public safety has been jeopardised and further serious crimes committed.

Ms Forteath would be well aware of her requirement to adhere to the Licensing Objectives and co-operate with Police Scotland by reporting incidents which occur on the licensed premises. Her conduct in this incident falls far below what could be reasonably expected of a licence holder working within one of the busier premises within Dumfries Town Centre.

Further to this I have to report that on 03<sup>rd</sup> September 2024, Lucy Forteath contacted the Police Service of Northern Ireland and was later traced and arrested in Belfast due to Attempted Criminal Damage and being intoxicated in public, she was held in custody overnight to appear at Laganside Magistrates Court the following day.

From checking Policing systems, we can see that the charge of attempted criminal damage is still pending and therefore is sub judicial and the charge of being intoxicated in a public place has been marked as no further action.

This additional incident increases concerns regarding Lucy Forteath's suitability as a Personal Licence Holder.

It is Police Scotland's opinion that the Board should consider all the options open to them under Section 84(7) or 84(7A) of the Act.

In signing this report, I confirm that this report is made under the authority of the Chief Constable of Police Service of Scotland:

Yours faithfully

Steven Meikle  
Chief Superintendent

**DUMFRIES AND GALLOWAY LICENSING BOARD****LICENSING (SCOTLAND) ACT 2005: SECTION 12A  
CHIEF CONSTABLE'S ANNUAL REPORT 2023/2024****1. Reasons for Report**

1.1 In terms of section 12A Licensing (Scotland) Act 2005 (2005 Act), the Chief Constable must, as soon as reasonably practicable after the end of each financial year, send a report to the Board setting out the matters specified in paragraph 2 below.

1.2 The Chief Constable has submitted reports in respect of each former Divisional Licensing Board area for the period 1 April 2023 to 31 March 2024. The reports are detailed at:-

Appendix 1 – Annandale & Eskdale

Appendix 2 – Nithsdale

Appendix 3 – Stewartry

Appendix 4 – Wigtown

**2. Content of Chief Constable's annual report**

The reports must set out:

- a) the Chief Constable's views about matters relating to policing in connection with the operation of the 2005 Act in the Board's area during the period of 1 April 2023 to 31 March 2024 *and*
- b) any steps the Chief Constable
  - has taken during that year (2023/2024),
  - intends to take in the following year
 to prevent the sale or supply of alcohol to children or young people in that area

**3. Discussion of the report**

3.1 If the Board so requests, the Chief Constable or their representative must also attend the Board's meeting to discuss the report.

3.2 Police Scotland have advised that they shall be in attendance at the Hearing in the event that Members may wish the reports to be discussed.

**4. Recommendation**

Members are asked to receive the four Chief Constable's Reports for 2023-2024 in respect of each previous Divisional Board area and to note their terms.

Cheryl Syme  
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Clerk to the Licensing Boards  
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DG2 2HS

5 November 2024

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# Annandale And Eskdale Licensing Report 2023-2024



**POLICE**  
**SCOTLAND**  
Keeping people safe

## **Foreword**

I am pleased to introduce the Annual Licensing Report for 2023/24, in accordance with Section 12(A) of the Licensing (Scotland) Act 2005.

Since taking up the position of Chief Constable of Police Scotland in October 2023 I have been committed to focusing on working closely with communities to solve problems through proactivity.

In respect of Licensing, this has been made possible with the continued support of the 32 local authorities across Scotland as well as many other associated national and local partnerships.

This collaborative working ensures a fair approach to licensing for the benefit of the licensed trade while simultaneously preventing alcohol fuelled violence, disorder and antisocial behaviour.

In the year ahead our approach will remain focused on prevention and collaboration to ensure high standards of service delivery. I will continue to encourage officers and staff to utilise the range of options available to them to maintain and improve licensing standards and to positively influence behaviour in and around all licensed premises throughout Scotland.

I would like to take this opportunity to thank our local partnerships for their contribution to maintaining high standards and driving improvement where necessary within the Licensed Trade for the benefit of the communities we all serve.



**Chief Constable Jo Farrell**

Police Service of Scotland

The Violence Prevention and Licensing Co-ordination Unit (VPLCU) sits within Policing Together based at Dalmarnock Police Station, Glasgow.

The VPLCU upholds the two tier structure for licensing which supports both national and local priorities through service delivery. They have overall responsibility for determining and delivering national licensing strategy and policy, by providing advice, guidance and support to divisional licensing teams as well as undertaking other specialist functions.

The Violence Prevention and Licensing Co-ordination Unit is a specialist department which consists of a small team of officers, based in Glasgow. The officers within the unit work with divisional licensing teams and partner agencies to help shape policy and strategy around the police licensing function. They provide practical and tactical advice to police licensing practitioners, operational officers, supervisors and policing commanders.

The VPLCU seek to ensure that legislation governing the sale and supply of alcohol is applied consistently across the country and all opportunities are taken to stop the illegal or irresponsible sale, supply or consumption of alcohol with the intention of preventing and reducing crime and disorder.

Each of the 13 Local Policing Divisions have a licensing team responsible for the day to day management of licensing administration, complying with statutory requirements as well as addressing any issues that may arise within licensed premises in their local area.

The Annandale and Eskdale Licensing Board Area is policed by Dumfries and Galloway Division.

The Local Area Commander for the Annandale and Eskdale board area is Chief Inspector Stephen Bell who is assisted by Community Policing Inspector Duncan Cameron.

Local Police Officers for Annandale and Eskdale are located at police stations in Lockerbie, Annan and Moffat. There are two further Police hubs within Langholm and Gretna.

All licensing matters within the Annandale and Eskdale area are processed by Police Scotland via the Divisional Licensing Unit which is overseen by Chief Inspector Dean Little and managed on a day to day basis by Temporary Sergeant Anna Parker.

Within the Annandale and Eskdale board area there are 162 premise licenses 45 of which are off sales and 494 personal licence holders which is an increase on previous years.

Annandale and Eskdale is a mix of urban and rural areas. The night time economy is focused around the towns of Annan, Lockerbie, Moffat and Langholm. There are no nightclubs within the board area with the latest licensed hour being 0100 hours. Nearly all local towns and villages within the area support licensed premises in the form of public houses or licensed retail units and consequently there is easy access to alcohol within all communities.

The number of visitors to the area increases during the popular holiday season of March to October as a result of a number of holiday complexes in the Annandale and Eskdale area. This can see an increase of instances at and around licensed premises at these locations.

### **Local Policing Priorities**

Following our public consultation process, the policing priorities for Dumfries and Galloway Division 2023 - 2026, within our Local Policing Plan are;

1. Reducing Violence and Disorder
2. Reducing the harm caused by Substance Misuse
3. Road Safety and Road Crime
4. Acquisitive Crime
5. Protecting Vulnerable People at Risk of Harm

### **OPERATION OF THE LICENSING (SCOTLAND) ACT 2005**

Police Scotland within Dumfries and Galloway Division work towards upholding the 5 licensing objectives set out in the Licensing Scotland Act 2005 and the statement of licensing provisions issued by Dumfries and Galloway Licensing Boards.

The 5 objectives are:

1. Preventing Crime and Disorder

2. Securing Public Safety
3. Preventing Public Nuisance
4. Protecting and Improving Public Health
5. Protecting Children and Young Persons from Harm

All licensing enquiries, within the Annandale and Eskdale area are submitted to Police Scotland via the Divisional Licensing Unit, Cornwall Mount, Dumfries. A standard methodical process ensures each application is run through numerous police systems and the findings assessed. Where further enquiry is deemed appropriate a local community officer is appointed to make contact with the applicant to establish further details. All information is returned to the divisional licensing unit for final assessment and formal response.

To ensure thorough overview of all licensing matters, the Divisional Licensing Unit work closely with Community Policing Teams. This allows the early identification of any issues with licensed premises or license holders which in turn permits a co-ordinated response to any intervention requirements.

Police Scotland remains a statutory consultee in respect of licensing applications and ensure relevant checks are completed on applicants. Should there be any identified concerns regarding the suitability of an applicant the divisional licensing unit will make a representation or objection to the licensing board.

Similar to the above should there be any identified concerns regarding the suitability of a licence holder then the divisional licensing department will again make representation to the licensing board.

Dumfries and Galloway Division have two officers stationed at Dumfries and Galloway Royal Infirmary, the posts being part funded by the NHS. These officers regularly engage with persons attending accident and emergency during peak night time economy hours where many attendees have consumed alcohol. This link is vital to ensure that NHS staff can work in a safe environment and any trends or concerns linked to alcohol consumption can be identified early.

Throughout the year, officers have attended at licenced premises with a view of identifying drug misuse and offering licensees a visual identification of areas within their premises which may present an opportunity for patrons to consume drugs. The use of 'cocaine wipes' which readily identifies cocaine residue has led to a number of preventative measures being put in place by licensees in order to combat the misuse of controlled drugs within their premises.

## **YOUTH ENGAGEMENT – SCHOOLS**

Throughout the year regular scheduled drugs and alcohol talks are completed within schools from P7 into secondary school.

If there is a particular issue identified within a school, they can request an additional input and our local Community Policing team or Substance Misuse Officer will attend and complete educational inputs tailored to a particular issue.

These talks cover basic information for primary school children and develop dependent on age/trends/risk.

“Do The Right Thing” an initiative utilised in the west of the region for many years was brought to the east this year. This event is held annually within schools on varying dates whereby relevant departments attend and provide inputs to S3/S4 pupils regarding challenges that youths may face as they mature. This includes information around drugs, alcohol, housing sexual health etc and consequences of actions based on decision making. These topics change on a yearly basis dependent on trend but generally drugs and alcohol remain.

This covers the health effects of alcohol as well as the criminal side of being caught in possession of alcohol and proxy purchase requests.

This engagement with youths from an early age is hoped to educate them and provide them with necessary information to make appropriate life decisions and prevent crime and substance misuse.

## **PROBLEM SOLVING**

Incidents involving licensed premises and people linked with the hospitality industry are monitored through the Police Scotland Inn Keeper database. This system is used to identify problem areas, repeat callers and crime trends in terms of violence and anti-social behaviour that can be directly linked to licensed premises or a location nearby.

Inn Keeper is a national system that records and retains information relating to licensed premises and personal licence holders. It is a reporting tool for operational officers to record licensed premises visits and incidents and raise any concerns that arise from such visits and interactions with the premises. Information from this system can be used to highlight issues to licensed premises to allow them to introduce preventative measures.

Dumfries and Galloway Division engages with the Local Authority Licensing Team through a weekly meeting. This allows partners to share information on licensed premises in the Board area and includes concerns about poor management, disorder and compliance. This enables a joint approach from both partners to share and address any licensing concerns.

This allows for problems to be identified early and remedial work to be undertaken with licensees prior to a request to the board to review a license. The Police uses a staged process with options available to assist in a problem-solving approach that are flexible, ranging from

Communication – The lowest end of the scale which involves engaging with and advising licensees.

Monitoring – Tasked inspections and increased scrutiny of premises for a specific period of time.

Intervention – Increased interaction with premises and staff, with formal dialogue and the use of agreed ‘Licensing Intervention Plans.’

Problematic – This is the final stage and involves requesting a license review in response to more serious matters.

The proactive use of the above measures ensures that we are supporting licensees and reducing the requirement to present reviews to the board.

## **SUMMARY RELEVANT TO THE ANNANDALE AND ESKDALE BOARD AREA**

The below figures represent all incidents that can be linked to licensed premises. The latest yearly figures show an encouraging trend that there has been a reduction in total number of incidents. The total crimes for 2023/2024 have also been broken down into crime type.

|                                                 | <b>2019/20</b> | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/2024</b> |
|-------------------------------------------------|----------------|----------------|----------------|----------------|------------------|
| Crimes specifically linked to licensed premises | 96             | 39             | 46             | 33             | 20               |

| <b>Crime type breakdown</b>    | <b>Number</b> |
|--------------------------------|---------------|
| Assault                        | 8             |
| Licensing Offences             | 1             |
| Threatening/ Abusive behaviour | 7             |
| Serious Assault                | 1             |
| Sexual Offences                | 2             |
| Robbery                        | 1             |

The majority of offences that can be linked with alcohol consumption and licensed premises are assaults and abusive behaviour. At peak times Police Scotland implement their Night Time Economy Plan, this involves high visibility patrols to deter people from committing offences and to monitor patrons as they leave the area to go home. Police staffing at such times is increased with shift alterations and a longer shift crossover to ensure operational officers are available and visible.

Any drunkenness or disorder offences/incidents are dealt with robustly by operational officers at the time and thereafter reviewed by the licensing team. Local officers are routinely tasked with making visits to licensed premises, not only for visibility and reassurance purposes but also to ensure that licensing legislation is being complied with. Each visit, whether or not any offences or issues are identified, is recorded on the Inn Keeper system. All entries are reviewed by the Divisional Licensing Unit, and where necessary additional tasks or activities are allocated to deal with any inconsistent practices. Officers also attend licensed premises in the afternoon to ensure their visibility is present through the day.

All applications for Premises and Personal Licences received by the Licensing Board are examined by staff from the Divisional Licensing Unit and where relevant, objections and representations are made to the board. We endeavour to bring all relevant information to the board to allow for a full overview of the applications which can then be taken into cognisance during decision making.

In the last reporting year 2023/24 it was not necessary to bring any personal license holders to the Annandale and Eskdale Licensing board for review.

There was one intervention plan put in place for a premises in this board area which showed significant improvement during the time period allocated.

The above detailed statistics however, do appear reflective across all boards within Dumfries and Galloway raising no cause for concern.

## **PREVENTING THE SALE OR SUPPLY OF ALCOHOL TO CHILDREN OR YOUNG PEOPLE**

Alcohol misuse amongst children and young persons can also result in behavioural issues and offending; such as violence and antisocial behaviour, as well as increasing vulnerability and susceptibility to exploitation.

Identifying young people that consume alcohol, or those on the periphery of offending through alcohol, or otherwise, will allow intervention and diversionary activities to be progressed. These complement ongoing enforcement activity within our communities.

Dumfries and Galloway Division have Youth Engagement Officers assigned to each Secondary School and Community Officers who liaise with primary schools across the region. These officers regularly provide talks to Children and Young Persons at school and in other environments. A benefit of this close link between children and these officers is that they are known and can be easily identified as being under age to consume alcohol.

Our Youth Engagement Officers also work closely with Dumfries and Galloway Council Youth Services through the year. During school holidays these teams work together to tackle youth disorder which can often be linked to the misuse of alcohol. Diversionary activities are set up by the youth work teams and joint patrols of identified hot spot areas are conducted with a view to engaging with youths and encourage positive behaviours in a community setting.

Dumfries and Galloway Division works closely with partner agencies to protect children from harm. Should a child or young person be found in possession of alcohol or identified as being at risk from alcohol consumption then a concern form is submitted and shared with partner agencies. This allows for a multi-agency approach to be commenced at an early stage and ensures that a whole systems approach to address the needs of the young person is undertaken.

In support of the 'Protection of Children from Harm' licensing objective, applications for premises licences and variations to premises licences go under close scrutiny and may result in a submission to the board in respect of an objection or more commonly representation, especially in relation to the times and terms in which children and young people can be on such premises.

## **TACKLING SERIOUS AND ORGANISED CRIME**

Dumfries and Galloway Division are satisfied that at this time there is not a serious issue with serious and organised crime groups operating within the licensed trade in the area. We are aware of the impact serious and organised crime groups have on our communities and we will continue to evaluate any intelligence which may show this to be the case and act accordingly.

Crime and intelligence systems are continually monitored to analyse any emerging trends. Any identified hot spots are brought to the attention of the divisional licensing unit who report directly to the service delivery Chief Inspector. The division have a robust daily review process which feeds in to tasking and co-ordinating procedures to ensure appropriate oversight and action on any developing issues. The local area commander maintains oversight of resource deployment in terms of response policing and enhanced community policing opportunities.

Should certain premises be identified as becoming problematic the divisional licensing Sergeant will liaise with the local Community Policing Inspector and ensure that the premises are monitored accordingly.

As a division our focus is to reduce the availability of drugs within our communities and combat acquisitive crime that may be linked to serious and organised crime groups. The Detective Chief Inspector has responsibility for oversight of all divisional activity linked to serious and organised crime groups and provides a link to national divisions. This ensures we are sighted on developing trends or groups who may look to infiltrate our local area with a view to targeting local communities.

The Substance Misuse Officer and Community Policing team also offer training to staff members in relation to identifying signs of drugs misuse.

If required we provide specific premise based crime reduction and security surveys to assist licensees and designated premise managers to achieve their own responsibilities

## **PROPOSED ACTIVITY FOR THE YEAR AHEAD**

Dumfries and Galloway Division will continue a tasked and proactive approach to Alcohol Licensing.

We will continue to identify emerging issues and problematic areas and work in conjunction with licensed premises and licence holders to ensure that we can implement early intervention tactics to address areas of concern. This is something

[Type here]

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that is beneficial for all parties and is an important method to meet the licensing objectives.

We will continue close engagement with Partner Agencies to address any Licensing concerns at an early stage, to ensure that the licensing standards are maintained, and any breaches are notified to the relevant boards. We will work in partnership with Licensing Standards to monitor results in this area.

We will ensure the continued use of social media to deliver key messages regarding the dangers of alcohol.

We will provide assistance and guidance to large, organised events such as Eden Festival and local gala events to ensure licensing objectives are adhered to.

Additionally, work will continue around identifying and reducing drug misuse in and around licensed premises with increased tasking and proactive work and working with licensees to introduce ways to reduce use.

We would like to thank you for your continued support and stress the importance of this collaborative problem solving approach. This ensures that police, license holders and licensed premises staff have a better understanding of their responsibilities. We look forward to furthering this partnership over the coming year.

To conclude we would like to thank you for your continued support during what has been a challenging year for all. We have all had to adapt to a new way of working and ever changing circumstances which has been embraced by all.

We look forward to a safe and healthy 2024/2025.

# Nithsdale Licensing Report 2023-2024



**POLICE  
SCOTLAND**  
Keeping people safe

## **Foreword**

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Since taking up the position of Chief Constable of Police Scotland in October 2023 I have been committed to focusing on working closely with communities to solve problems through proactivity.

In respect of Licensing, this has been made possible with the continued support of the 32 local authorities across Scotland as well as many other associated national and local partnerships.

This collaborative working ensures a fair approach to licensing for the benefit of the licensed trade while simultaneously preventing alcohol fuelled violence, disorder and antisocial behaviour.

In the year ahead our approach will remain focused on prevention and collaboration to ensure high standards of service delivery. I will continue to encourage officers and staff to utilise the range of options available to them to maintain and improve licensing standards and to positively influence behaviour in and around all licensed premises throughout Scotland.

I would like to take this opportunity to thank our local partnerships for their contribution to maintaining high standards and driving improvement where necessary within the Licensed Trade for the benefit of the communities we all serve.



**Chief Constable Jo Farrell**

Police Service of Scotland

### **Police Scotland Licensing Overview –**

The Violence Prevention and Licensing Co-ordination Unit (VPLCU) sits within Policing Together based at Dalmarnock Police Station, Glasgow.

The VPLCU upholds the two tier structure for licensing which supports both national and local priorities through service delivery. They have overall responsibility for determining and delivering national licensing strategy and policy, by providing advice, guidance and support to divisional licensing teams as well as undertaking other specialist functions.

The Violence Prevention and Licensing Co-ordination Unit is a specialist department which consists of a small team of officers, based in Glasgow. The officers within the unit work with divisional licensing teams and partner agencies to help shape policy and strategy around the police licensing function. They provide practical and tactical advice to police licensing practitioners, operational officers, supervisors and policing commanders.

The VPLCU seek to ensure that legislation governing the sale and supply of alcohol is applied consistently across the country and all opportunities are taken to stop the illegal or irresponsible sale, supply or consumption of alcohol with the intention of preventing and reducing crime and disorder.

Each of the 13 Local Policing Divisions have a licensing team responsible for the day to day management of licensing administration, complying with statutory requirements as well as addressing any issues that may arise within licensed premises in their local area.

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## **NITHSDALE LICENSING BOARD**

The Nithsdale Licensing Board area is policed by Dumfries and Galloway Division.

The Local Area Commander for the Nithsdale board area is Chief Inspector Stephen Bell who is assisted by Community Policing Inspector Duncan Cameron.

Local Police Officers for Nithsdale are located at police stations in Dumfries, Sanquhar and Thornhill.

All licensing matters within the Nithsdale area are processed by Police Scotland via the Divisional Licensing Unit which is overseen by Chief Inspector Dean Little and managed on a day to day basis by Temporary Sergeant Anna Parker.

Within the Nithsdale board area there are 192 premise licenses 49 of which are off sales and 605 personal licence holders.

In the last reporting year 2023/2024 it was necessary to bring one personal licence holder to the Board for review with the Board agreeing to take no action due to the not guilty verdict at Court.

It was not necessary to bring any premises licenses to the Board for review.

There were no intervention plans put in place for any premises in this board area.

Nithsdale Area is the most densely populated area in Dumfries and Galloway with a mix of both rural and urban areas with the night time economy primarily being focused within Dumfries which is the largest centre of population. Three premises operate within Dumfries which open until 0300 hours at weekends and one premise is operating until 0400 hours. Nearly all of the local towns and villages within the area support licensed premises whether they be a public house or licensed retail unit. Consequently there is easy access to alcohol within all communities.

The number of visitors to the area increases during the popular holiday season of March to October as a result of a number of holiday complexes in the wider Nithsdale area. This can see an increase of instances at and around licensed premises at these locations.

### **Local Policing Priorities**

Following our public consultation process, the policing priorities for Dumfries and Galloway Division 2023 - 2026, within our Local Policing Plan are;

1. Reducing Violence and Disorder
2. Reducing the harm caused by Substance Misuse
3. Road Safety and Road Crime
4. Acquisitive Crime
5. Protecting Vulnerable People at Risk of Harm

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**OPERATION OF THE LICENSING (SCOTLAND) ACT 2005**

Police Scotland within Dumfries and Galloway Division work towards upholding the 5 licensing objectives set out in the Licensing Scotland Act 2005 and the statement of licensing provisions issued by Dumfries and Galloway Licensing Boards.

The 5 objectives are:

1. Preventing Crime and Disorder
2. Securing Public Safety
3. Preventing Public Nuisance
4. Protecting and Improving Public Health
5. Protecting Children and Young Persons from Harm

All licensing enquiries, within the Nithsdale board area are submitted to Police Scotland via the Divisional Licensing Unit, Cornwall Mount, Dumfries. A standard methodical process ensures each application is run through numerous police systems and the findings assessed. Where further enquiry is deemed appropriate a local community officer is appointed to make contact with the applicant to establish further details. All information is returned to the divisional licensing unit for final assessment and formal response.

To ensure thorough overview of all licensing matters, the Divisional Licensing Unit work closely with Community Policing Teams. This allows the early identification of any issues with licensed premises or license holders which in turn permits a co-ordinated response to any interventions requirements.

Police Scotland remains a statutory consultee in respect of licensing applications and ensure relevant checks are completed on applicants. Should there be any identified concerns regarding the suitability of an applicant the divisional licensing unit will make a representation or objection to the licensing board.

Similar to the above should there be any identified concerns regarding the suitability of a licence holder then the divisional licensing department will again make representation to the licensing board.

Dumfries and Galloway Division have two officers stationed at Dumfries and Galloway Royal Infirmary, the posts being part funded by the NHS. These officers regularly engage with persons attending accident and emergency during peak night time economy hours where many attendees have consumed alcohol. This link is vital to ensure that NHS staff can work in a safe environment and any trends or concerns linked to alcohol consumption can be identified early.

Throughout the year, officers have attended at licenced premises with a view of identifying drug misuse and offering licensees a visual identification of areas within their premises which may present an opportunity for patrons to consume drugs. The use of 'cocaine wipes' which readily identifies cocaine residue has led to a number of preventative measures being put in place by licensees in order to combat the misuse of controlled drugs within their premises.

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**YOUTH ENGAGEMENT/ ASB INTIATIVE**

We have an initiative running within Dumfries town centre which has been running for a number of months aimed at 12 – 16 year old groups who have been causing antisocial behaviour issues within Dumfries Town Centre and this has tied in with underage drinking.

A quantity of alcohol has been seized from them and Youth offending VPD's and Fixed Penalty Tickets were issued at the time.

The local Community Policing Team regularly visit off sales within the Dumfries town centre area during these patrols to raise awareness, provide support/ advice and get premises on board.

Any offences/inspections in respect of the off sales premises are recorded on Innkeeper.

**YOUTH ENGAGEMENT - SCHOOLS**

Throughout the year regular scheduled drugs and alcohol talks are completed within schools from P7 into secondary school.

If there is a particular issue identified within a school, they can request an additional input and our local Community Policing team or Substance Misuse Officer will attend and complete educational inputs tailored to a particular issue.

These talks cover basic information for primary school children and develop dependent on age/trends/risk.

“Do The Right Thing” an initiative utilised in the west of the region for many years continues to run in schools on varying dates whereby relevant departments attend and provide inputs to S3/S4 pupils regarding challenges that youths may face as they mature. This includes information around drugs, alcohol, housing sexual health etc and consequences of actions based on decision making. These topics change on a yearly basis dependent on trend but generally drugs and alcohol remain.

This covers the health effects of alcohol as well as the criminal side of being caught in possession of alcohol and proxy purchase requests.

This engagement with youths from an early age is hoped to educate them and provide them with necessary information to make appropriate life decisions and prevent crime and substance misuse.

**SIA PARTNERSHIP WORKING INITIATIVE –**

An incident at the beginning of 2024 highlighted to Police that some licensed premises were utilising the services of individuals as Door Stewards who were not suitable qualified/trained, as well as this we have seen a slight increase in assaults

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reported to the Police by the public in relation to door stewards when removing them from a premises.

As a result of this an initiative was put in place alongside the SIA and a day of action completed to engage with local door stewards on duty and licensed premises to provide support and education for a consistent approach across the region.

**OFF LICENCE THEFTS –**

Individuals continue to target bigger retailers in respect of the bulk theft of alcohol. Dedicated Town centre officers work closely with premises and Retailers Against Crime and have had significant detections within the last year because of this. These individuals are often travelling criminals who complete multiple walk out thefts. If these individuals are not caught at the time of the offence it is often difficult to locate/identify them at a later date, however thanks to the radio link system whereby premises have a radio they can contact Police on at the earliest opportunity this provides Police more time to react and catch individuals in the act or shortly thereafter. This also allows the Police to recover the property which can have significant financial effects on premises.

**PROBLEM SOLVING**

Incidents involving licensed premises and people linked with the hospitality industry are monitored through the Police Scotland Inn Keeper database. This system is used to identify problem areas, repeat callers and crime trends in terms of violence and anti-social behaviour that can be directly linked to licensed premises or a location nearby.

Inn Keeper is a national system that records and retains information relating to licensed premises and personal licence holders. It is a reporting tool for operational officers to record licensed premises visits and incidents and raise any concerns that arise from such visits and interactions with the premises. Information from this system can be used to highlight issues to licensed premises to allow them to introduce preventative measures.

Dumfries and Galloway Division engages with the Local Authority Licensing Team through a weekly meeting. This allows partners to share information on licensed premises in the Board area and includes concerns about poor management, disorder and compliance. This enables a joint approach from both partners to share and address any licensing concerns.

This allows for problems to be identified early and remedial work to be undertaken with licensees prior to a request to the board to review a license. The Police uses a staged process with options available to assist in a problem solving approach that are flexible, ranging from

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Communication – The lowest end of the scale which involves engaging with and advising licensees.

Monitoring – Tasked inspections and increased scrutiny of premises for a specific period of time.

Intervention – Increased interaction with premises and staff, with formal dialogue and the use of agreed ‘Licensing Intervention Plans’.

Problematic – This is the final stage and involves requesting a license review in response to more serious matters.

The proactive use of the above measures ensures that we are supporting licensees and reducing the requirement to present reviews to the board.

**SUMMARY RELEVANT TO THE NITHSDALE BOARD AREA**

The below figures represent all incidents that can be linked to licensed premises. The latest yearly figures show a consistent trend in total number of incidents with no real spike that would raise cause for concern. The total crimes for 2023/2024 have also been broken down into crime type as follows;

| <b>Outlying</b>                                 | <b>2019/20</b> | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> |
|-------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Crimes specifically linked to licensed premises | 96             | 6              | 4              | 7              | 11             |

| <b>Dumfries Town</b>                            | <b>2019/20</b> | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> |
|-------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Crimes specifically linked to licensed premises | 82             | 32             | 114            | 101            | 90             |

| <b>Crime type breakdown</b>        | <b>Number</b> |
|------------------------------------|---------------|
| Assault                            | 37            |
| Breach of Bail/Fail to Provide etc | 6             |
| Domestic Offences                  | 1             |
| Licensing Offences                 | 4             |
| Police Assault                     | 4             |
| Possession of Drugs                | 7             |
| Possession of Offensive Weapon     | 2             |
| Racially Aggravated Conduct        | 1             |
| Resist/Obstruct etc                | 5             |
| Sect 38/BOP                        | 23            |
| Serious Assault                    | 3             |

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|                             |   |
|-----------------------------|---|
| Sexual Offences             | 4 |
| Telecommunications Offences | 1 |
| Weapons                     | 3 |

The majority of offences that can be linked with alcohol consumption and licensed premises are assaults and abusive behaviour. At peak times Police Scotland implement their Night Time Economy Plan, this involves high visibility patrols to deter people from committing offences and to monitor patrons as they leave the area to go home. Police staffing at such times is increased with shift alterations and a longer shift crossover to ensure operational officers are available and visible.

Any drunkenness or disorder offences/incidents are dealt with robustly by operational officers at the time and thereafter reviewed by the licensing team. Local officers are routinely tasked with making visits to licensed premises, not only for visibility and reassurance purposes but also to ensure that Licensing Legislation is being complied with. Each visit, whether or not any offences or issues are identified, are recorded on the Inn Keeper system. All entries are reviewed by the Divisional Licensing Unit, and where necessary additional tasks or activities are allocated to deal with any inconsistent practices. Officers also attend licensed premises in the afternoon to ensure their visibility is present through the day.

All applications for Premises and Personal Licences received by the Licensing Board are examined by staff from the Divisional Licensing Unit and where relevant, objections and representations are made to the board. We endeavour to bring all relevant information to the board to allow for a full overview of the applications which can then be taken into cognisance during decision making.

The above detailed statistics however, do appear reflective across all boards within Dumfries and Galloway raising no cause for concern.

## **PREVENTING THE SALE OR SUPPLY OF ALCOHOL TO CHILDREN OR YOUNG PEOPLE**

Alcohol misuse amongst children and young persons can also result in behavioural issues and offending; such as violence and antisocial behaviour, as well as increasing vulnerability and susceptibility to exploitation.

Identifying young people that consume alcohol, or those on the periphery of offending through alcohol, or otherwise, will allow intervention and diversionary activities to be progressed. These complement ongoing enforcement activity within our communities.

Dumfries and Galloway Division have Youth Engagement Officers assigned to each Secondary School and Community Officers who liaise with primary schools across the region. These officers regularly provide talks to Children and Young Persons at school and in other environments. A benefit of this close link between children and these officers is that they are known and can be easily identified as being under age to consume alcohol.

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Our Youth Engagement Officers also work closely with Dumfries and Galloway Council Youth Services through the year. During school holidays these teams work together to tackle youth disorder which can often be linked to the misuse of alcohol. Diversionary activities are set up by the youth work teams and joint patrols of identified hot spot areas are conducted with a view to engaging with youths and encourage positive behaviours in a community setting.

Dumfries and Galloway Division works closely with partner agencies to protect children from harm. Should a child or young person be found in possession of alcohol or identified as being at risk from alcohol consumption then a concern form is submitted and shared with partner agencies. This allows for a multi-agency approach to be commenced at an early stage and ensures that a whole systems approach to address the needs of the young person is undertaken.

In support of the 'Protection of Children from Harm' licensing objective, applications for premises licences and variations to premises licences go under close scrutiny and may result in a submission to the board in respect of an objection or more commonly representation, especially in relation to the times and terms in which children and young people can be on such premises.

### **TACKLING SERIOUS AND ORGANISED CRIME**

Dumfries and Galloway Division are satisfied that at this time there is not a serious issue with serious and organised crime groups operating within the licensed trade in the area. We are aware of the impact serious and organised crime groups have on our communities and we will continue to evaluate any intelligence which may show this to be the case and act accordingly.

Crime and intelligence systems are continually monitored to analyse any emerging trends. Any identified hot spots are brought to the attention of the divisional licensing unit who report directly to the service delivery Chief Inspector. The division have a robust daily review process which feeds in to tasking and co-ordinating procedures to ensure appropriate oversight and action on any developing issues. The local area commander maintains oversight of resource deployment in terms of response policing and enhanced community policing opportunities.

Should certain premises be identified as becoming problematic the divisional licensing Sergeant will liaise with the local Community Policing Inspector and ensure that the premises are monitored accordingly.

As a division our focus is to reduce the availability of drugs within our communities and combat acquisitive crime that may be linked to serious and organised crime groups. The Detective Chief Inspector has responsibility for oversight of all divisional activity linked to serious and organised crime groups and provides a link to national divisions. This ensures we are sighted on developing trends or groups who may look to infiltrate our local area with a view to targeting local communities.

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The Substance Misuse Officer and Community Policing team also offer training to staff members in relation to identifying signs of drugs misuse.

If required we provide specific premise based crime reduction and security surveys to assist licensees and designated premise managers to achieve their own responsibilities.

**PROPOSED ACTIVITY FOR THE YEAR AHEAD**

Dumfries and Galloway Division will continue a tasked and proactive approach to Alcohol Licensing.

We will continue to identify emerging issues and problematic areas and work in conjunction with licensed premises and licence holders to ensure that we can implement early intervention tactics to address areas of concern. This is something that is beneficial for all parties and is an important method to meet the licensing objectives.

We will continue close engagement with Partner Agencies to address any Licensing concerns at an early stage, to ensure that the licensing standards are maintained and any breaches are notified to the relevant boards. We will work in partnership with Licensing Standards to monitor results in this area.

We will ensure the continued use of social media to deliver key messages regarding the dangers of alcohol.

We will provide assistance and guidance to large organised events such as the Oyster Festival and local gala events to ensure licensing objectives are adhered to.

Additionally, work will continue around identifying and reducing drug misuse in and around licensed premises with increased tasking and proactive work and working with licensees to introduce ways to reduce use.

We would like to thank you for your continued support and stress the importance of this collaborative problem solving approach. This ensures that police, license holders and licensed premises staff have a better understanding of their responsibilities. We look forward to furthering this partnership over the coming year.

To conclude we would like to thank you for your continued support during what has been a challenging year for all. We have all had to adapt to a new way of working and ever changing circumstances which has been embraced by all.

We look forward to a safe and healthy 2024/2025.

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# Stewartry Licensing Report 2023-2024



**POLICE  
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Keeping people safe

## **Foreword**

I am pleased to introduce the Annual Licensing Report for 2023/24, in accordance with Section 12(A) of the Licensing (Scotland) Act 2005.

Since taking up the position of Chief Constable of Police Scotland in October 2023 I have been committed to focusing on working closely with communities to solve problems through proactivity.

In respect of Licensing, this has been made possible with the continued support of the 32 local authorities across Scotland as well as many other associated national and local partnerships.

This collaborative working ensures a fair approach to licensing for the benefit of the licensed trade while simultaneously preventing alcohol fuelled violence, disorder and antisocial behaviour.

In the year ahead our approach will remain focused on prevention and collaboration to ensure high standards of service delivery. I will continue to encourage officers and staff to utilise the range of options available to them to maintain and improve licensing standards and to positively influence behaviour in and around all licensed premises throughout Scotland.

I would like to take this opportunity to thank our local partnerships for their contribution to maintaining high standards and driving improvement where necessary within the Licensed Trade for the benefit of the communities we all serve.



**Chief Constable Jo Farrell**

Police Service of Scotland

### **Police Scotland Licensing Overview –**

The Violence Prevention and Licensing Co-ordination Unit (VPLCU) sits within Policing Together based at Dalmarnock Police Station, Glasgow.

The VPLCU upholds the two tier structure for licensing which supports both national and local priorities through service delivery. They have overall responsibility for determining and delivering national licensing strategy and policy, by providing advice, guidance and support to divisional licensing teams as well as undertaking other specialist functions.

The Violence Prevention and Licensing Co-ordination Unit is a specialist department which consists of a small team of officers, based in Glasgow. The officers within the unit work with divisional licensing teams and partner agencies to help shape policy and strategy around the police licensing function. They provide practical and tactical advice to police licensing practitioners, operational officers, supervisors and policing commanders.

The VPLCU seek to ensure that legislation governing the sale and supply of alcohol is applied consistently across the country and all opportunities are taken to stop the illegal or irresponsible sale, supply or consumption of alcohol with the intention of preventing and reducing crime and disorder.

During 2022/2023, from a licensing perspective, our particular focus was on the following;

- Scrutiny of the serious incidents of violence, disorder and antisocial behaviour linked to licensed premises.
- Governance and ongoing development of the National ICT Licensing System, known as “Inn Keeper”, to increase the efficiency and effectiveness of liquor and civic licensing administration and management. Police Scotland are currently working on upgrade to the National ICT system to ensure compliance with GDPR legislation.

Each of the 13 Local Policing Divisions have a licensing team responsible for the day to day management of licensing administration, complying with statutory requirements as well as addressing any issues that may arise within licensed premises in their local area.

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## **STEWARTRY LICENSING BOARD**

The Stewartry Licensing Board area is policed by Dumfries and Galloway Division.

The Local Area Commander for the Stewartry board area is T/Chief Inspector Emma Dodds who is assisted by Community Policing Inspector Stewart McColm.

Local Police Officers for the Stewartry are located at Castle Douglas Police Station.

All licensing matters within the Stewartry area are processed by Police Scotland via the Divisional Licensing Unit which is overseen by Chief Inspector Dean Little and managed on a day to day basis by Temporary Sergeant Anna Parker.

Within the Stewartry board area there are 118 premise licenses 27 of which are off sales and 235 personal licence holders.

The Stewartry area is a mixed urban and rural area. The night time economy is focused around the towns of Kirkcudbright, Castle Douglas and Dalbeattie. Nearly all local towns and villages within the area support licensed premises in the form of public houses or licensed retail units and consequently there is easy access to alcohol within all communities.

The number of visitors to the area increases during the popular holiday season of March to October as a result of a number of holiday complexes in the Stewartry area. This can see an increase of instances at and around licensed premises at these locations.

### **Local Policing Priorities**

Following our public consultation process, the policing priorities for Dumfries and Galloway Division 2023 - 2026, within our Local Policing Plan are;

1. Reducing Violence and Disorder
2. Reducing the harm caused by Substance Misuse
3. Road Safety and Road Crime
4. Acquisitive Crime
5. Protecting Vulnerable People at Risk of Harm

### **OPERATION OF THE LICENSING (SCOTLAND) ACT 2005**

Police Scotland within Dumfries and Galloway Division work towards upholding the 5 licensing objectives set out in the Licensing Scotland Act 2005 and the statement of licensing provisions issued by Dumfries and Galloway Licensing Boards.

The 5 objectives are:

1. Preventing Crime and Disorder
2. Securing Public Safety

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3. Preventing Public Nuisance
4. Protecting and Improving Public Health
5. Protecting Children and Young Persons from Harm

All licensing enquiries, within the Stewartry area are submitted to Police Scotland via the Divisional Licensing Unit, Cornwall Mount, Dumfries. A standard methodical process ensures each application is run through numerous police systems and the findings assessed. Where further enquiry is deemed appropriate a local community officer is appointed to make contact with the applicant to establish further details. All information is returned to the divisional licensing unit for final assessment and formal response.

To ensure thorough overview of all licensing matters, the Divisional Licensing Unit work closely with Community Policing Teams. This allows the early identification of any issues with licensed premises or license holders which in turn permits a co-ordinated response to any interventions requirements.

Police Scotland remains a statutory consultee in respect of licensing applications and ensure relevant checks are completed on applicants. Should there be any identified concerns regarding the suitability of an applicant the divisional licensing unit will make a representation or objection to the licensing board.

Similar to the above should there be any identified concerns regarding the suitability of a licence holder then the divisional licensing department will again make representation to the licensing board.

Dumfries and Galloway Division have two officers stationed at Dumfries and Galloway Royal Infirmary, the posts being part funded by the NHS. These officers regularly engage with persons attending accident and emergency during peak night time economy hours where many attendees have consumed alcohol. This link is vital to ensure that NHS staff can work in a safe environment and any trends or concerns linked to alcohol consumption can be identified early.

Throughout the year, officers have attended at licenced premises with a view of identifying drug misuse and offering licensees a visual identification of areas within their premises which may present an opportunity for patrons to consume drugs. The use of 'cocaine wipes' which readily identifies cocaine residue has led to a number of preventative measures being put in place by licensees in order to combat the misuse of controlled drugs within their premises.

### **YOUTH ENGAGEMENT – SCHOOLS**

Throughout the year regular scheduled drugs and alcohol talks are completed within schools from P7 into secondary school.

If there is a particular issue identified within a school, they can request an additional input and our local Community Policing team or Substance Misuse Officer will attend and complete educational inputs tailored to a particular issue.

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These talks cover basic information for primary school children and develop dependent on age/trends/risk.

“Do The Right Thing” an initiative utilised in the west of the region for many years continues to run in schools on varying dates whereby relevant departments attend and provide inputs to S3/S4 pupils regarding challenges that youths may face as they mature. This includes information around drugs, alcohol, housing sexual health etc and consequences of actions based on decision making. These topics change on a yearly basis dependent on trend but generally drugs and alcohol remain.

This covers the health effects of alcohol as well as the criminal side of being caught in possession of alcohol and proxy purchase requests.

This engagement with youths from an early age is hoped to educate them and provide them with necessary information to make appropriate life decisions and prevent crime and substance misuse.

### **PROBLEM SOLVING**

Incidents involving licensed premises and people linked with the hospitality industry are monitored through the Police Scotland Inn Keeper database. This system is used to identify problem areas, repeat callers and crime trends in terms of violence and anti-social behaviour that can be directly linked to licensed premises or a location nearby.

Inn Keeper is a national system that records and retains information relating to licensed premises and personal licence holders. It is a reporting tool for operational officers to record licensed premises visits and incidents and raise any concerns that arise from such visits and interactions with the premises. Information from this system can be used to highlight issues to licensed premises to allow them to introduce preventative measures.

Dumfries and Galloway Division engages with the Local Authority Licensing Team through a weekly meeting. This allows partners to share information on licensed premises in the Board area and includes concerns about poor management, disorder and compliance. This enables a joint approach from both partners to share and address any licensing concerns.

This allows for problems to be identified early and remedial work to be undertaken with licensees prior to a request to the board to review a license. The Police uses a staged process with options available to assist in a problem solving approach that are flexible, ranging from

Communication – The lowest end of the scale which involves engaging with and advising licensees.

Monitoring – Tasked inspections and increased scrutiny of premises for a specific period of time.

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Intervention – Increased interaction with premises and staff, with formal dialogue and the use of agreed ‘Licensing Intervention Plans’.

Problematic – This is the final stage and involves requesting a license review in response to more serious matters.

The proactive use of the above measures ensures that we are supporting licensees and reducing the requirement to present reviews to the board.

**SUMMARY RELEVANT TO THE STEWARTRY AREA**

The below figures represent all incidents that can be linked to licensed premises. The latest yearly figures show an encouraging trend that there has been a reduction in total number of incidents. The total crimes for 2023/2024 have also been broken down into crime type.

|                                                 | <b>2019/20</b> | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> |
|-------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Crimes specifically linked to licensed premises | 96             | 39             | 46             | 33             | 22             |

| <b>Crime type breakdown</b>            | <b>Number</b> |
|----------------------------------------|---------------|
| Assault                                | 8             |
| Refusing to leave Licensed Premises    | 3             |
| Threatening and Abusive behaviour/ BOP | 6             |
| Serious Assault                        | 1             |
| Sexual Offences                        | 4             |

The majority of offences that can be linked with alcohol consumption and licensed premises are assaults and abusive behaviour. At peak times Police Scotland implement their Night Time Economy Plan, this involves high visibility patrols to deter people from committing offences and to monitor patrons as they leave the area to go home. Police staffing at such times is increased with shift alterations and a longer shift crossover to ensure operational officers are available and visible.

Any drunkenness or disorder offences/incidents are dealt with robustly by operational officers at the time and thereafter reviewed by the licensing team. Local officers are routinely tasked with making visits to licensed premises, not only for visibility and reassurance purposes but also to ensure that Licensing Legislation is being complied with. Each visit, whether or not any offences or issues are identified, are recorded on the Inn Keeper system. All entries are reviewed by the Divisional Licensing Unit, and where necessary additional tasks or activities are allocated to deal with any

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inconsistent practices. Officers also attend licensed premises in the afternoon to ensure their visibility is present through the day.

All applications for Premises and Personal Licences received by the Licensing Board are examined by staff from the Divisional Licensing Unit and where relevant, objections and representations are made to the board. We endeavour to bring all relevant information to the board to allow for a full overview of the applications which can then be taken into cognisance during decision making.

In the last reporting year 2023/2024 it was not necessary to bring any Licence holder or premises to the Stewartry Licensing board for review or to introduce any formal intervention work with any premises within the area.

The above detailed statistics however, do appear reflective across all boards within Dumfries and Galloway raising no cause for concern.

## **PREVENTING THE SALE OR SUPPLY OF ALCOHOL TO CHILDREN OR YOUNG PEOPLE**

Alcohol misuse amongst children and young persons can also result in behavioural issues and offending; such as violence and antisocial behaviour, as well as increasing vulnerability and susceptibility to exploitation.

Identifying young people that consume alcohol, or those on the periphery of offending through alcohol, or otherwise, will allow intervention and diversionary activities to be progressed. These complement ongoing enforcement activity within our communities.

Dumfries and Galloway Division have Youth Engagement Officers assigned to each Secondary School and Community Officers who liaise with primary schools across the region. These officers regularly provide talks to Children and Young Persons at school and in other environments. A benefit of this close link between children and these officers is that they are known and can be easily identified as being under age to consume alcohol.

Our Youth Engagement Officers also work closely with Dumfries and Galloway Youth Workers through the year. During school holidays these teams work together to tackle youth disorder which can often be linked to the misuse of alcohol. Diversionary activities are set up by the youth work teams and joint patrols of identified hot spot areas are conducted with a view to engaging with youths and encourage positive behaviours in a community setting.

Dumfries and Galloway Division works closely with partner agencies to protect children from harm. Should a child or young person be found in possession of alcohol or identified as being at risk from alcohol consumption then a concern form is submitted and shared with partner agencies. This allows for a multi-agency approach to be commenced at an early stage and ensures that a whole systems approach to address the needs of the young person is undertaken.

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In support of the 'Protection of Children from Harm' licensing objective, applications for premises licences and variations to premises licences go under close scrutiny and may result in a submission to the board in respect of an objection or more commonly representation, especially in relation to the times and terms in which children and young people can be on such premises.

### **TACKLING SERIOUS AND ORGANISED CRIME**

Dumfries and Galloway Division are satisfied that at this time there is not a serious issue with serious and organised crime groups operating within the licensed trade in the area. We are aware of the impact serious and organised crime groups have on our communities and we will continue to evaluate any intelligence which may show this to be the case and act accordingly.

Crime and intelligence systems are continually monitored to analyse any emerging trends. Any identified hot spots are brought to the attention of the divisional licensing unit who report directly to the service delivery Chief Inspector. The division have a robust daily review process which feeds in to tasking and co-ordinating procedures to ensure appropriate oversight and action on any developing issues. The local area commander maintains oversight of resource deployment in terms of response policing and enhanced community policing opportunities.

Should certain premises be identified as becoming problematic the divisional licensing Sergeant will liaise with the local Community Policing Inspector and ensure that the premises are monitored accordingly.

As a division our focus is to reduce the availability of drugs within our communities and combat acquisitive crime that may be linked to serious and organised crime groups. The Detective Chief Inspector has responsibility for oversight of all divisional activity linked to serious and organised crime groups and provides a link to national divisions. This ensures we are sighted on developing trends or groups who may look to infiltrate our local area with a view to targeting local communities.

The Substance Misuse Officer and Community Policing team also offer training to staff members in relation to identifying signs of drugs misuse.

If required we provide specific premise based crime reduction and security surveys to assist licensees and designated premise managers to achieve their own responsibilities.

### **PROPOSED ACTIVITY FOR THE YEAR AHEAD**

Dumfries and Galloway Division will continue a tasked and proactive approach to Alcohol Licensing.

We will continue to identify emerging issues and problematic areas and work in conjunction with licensed premises and licence holders to ensure that we can

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implement early intervention tactics to address areas of concern. This is something that is beneficial for all parties and is an important method to meet the licensing objectives.

We will continue close engagement with Partner Agencies to address any Licensing concerns at an early stage, to ensure that the licensing standards are maintained and any breaches are notified to the relevant boards. We will work in partnership with Licensing Standards to monitor results in this area.

We will ensure the continued use of social media to deliver key messages regarding the dangers of alcohol.

We will provide assistance and guidance to large organised events such as the Knockengoroch festival and local gala events to ensure licensing objectives are adhered to.

Additionally, work will continue around identifying and reducing drug misuse in and around licensed premises with increased tasking and proactive work and working with licensees to introduce ways to reduce use.

We would like to thank you for your continued support and stress the importance of this collaborative problem solving approach. This ensures that police, license holders and licensed premises staff have a better understanding of their responsibilities. We look forward to furthering this partnership over the coming year.

To conclude we would like to thank you for your continued support during what has been a challenging year for all. We have all had to adapt to a new way of working and ever changing circumstances which has been embraced by all.

We look forward to a safe and healthy 2024/2025.

# Wigtownshire Licensing Report 2023-2024



**POLICE  
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## **Foreword**

I am pleased to introduce the Annual Licensing Report for 2023/24, in accordance with Section 12(A) of the Licensing (Scotland) Act 2005.

Since taking up the position of Chief Constable of Police Scotland in October 2023 I have been committed to focusing on working closely with communities to solve problems through proactivity.

In respect of Licensing, this has been made possible with the continued support of the 32 local authorities across Scotland as well as many other associated national and local partnerships.

This collaborative working ensures a fair approach to licensing for the benefit of the licensed trade while simultaneously preventing alcohol fuelled violence, disorder and antisocial behaviour.

In the year ahead our approach will remain focused on prevention and collaboration to ensure high standards of service delivery. I will continue to encourage officers and staff to utilise the range of options available to them to maintain and improve licensing standards and to positively influence behaviour in and around all licensed premises throughout Scotland.

I would like to take this opportunity to thank our local partnerships for their contribution to maintaining high standards and driving improvement where necessary within the Licensed Trade for the benefit of the communities we all serve.



**Chief Constable Jo Farrell**

Police Service of Scotland

### **Police Scotland Licensing Overview –**

The Violence Prevention and Licensing Co-ordination Unit (VPLCU) sits within Policing Together based at Dalmarnock Police Station, Glasgow.

The VPLCU upholds the two tier structure for licensing which supports both national and local priorities through service delivery. They have overall responsibility for determining and delivering national licensing strategy and policy, by providing advice, guidance and support to divisional licensing teams as well as undertaking other specialist functions.

The Violence Prevention and Licensing Co-ordination Unit is a specialist department which consists of a small team of officers, based in Glasgow. The officers within the unit work with divisional licensing teams and partner agencies to help shape policy and strategy around the police licensing function. They provide practical and tactical advice to police licensing practitioners, operational officers, supervisors and policing commanders.

The VPLCU seek to ensure that legislation governing the sale and supply of alcohol is applied consistently across the country and all opportunities are taken to stop the illegal or irresponsible sale, supply or consumption of alcohol with the intention of preventing and reducing crime and disorder.

Each of the 13 Local Policing Divisions have a licensing team responsible for the day to day management of licensing administration, complying with statutory requirements as well as addressing any issues that may arise within licensed premises in their local area.

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## **WIGTOWNSHIRE LICENSING BOARD**

The Wigtownshire Licensing Board area is policed by Dumfries and Galloway Division.

The Local Area Commander for the Wigtownshire board area is Temporary Chief Inspector Emma Dodds who is assisted by Community Policing Inspector Stewart McColm.

Local Police Officers for the Wigtownshire are located at Stranraer and Newton Stewart Police Stations.

All licensing matters within the Wigtownshire area are processed by Police Scotland via the Divisional Licensing Unit which is overseen by Chief Inspector Dean Little and managed on a day to day basis by Temporary Sergeant Anna Parker.

Within the Wigtownshire board area there are 155 premise licenses 42 of which are off sales and 433 personal licence holders.

The Wigtownshire area is a mixed urban and rural area. The night time economy is focused around the towns of Newton Stewart and Stranraer. Nearly all local towns and villages within the area support licensed premises in the form of public houses or licensed retail units and consequently there is easy access to alcohol within all communities.

The number of visitors to the area increases during the popular holiday season of March to October as a result of a number of holiday complexes in the Wigtownshire area. This can see an increase of instances at and around licensed premises at these locations.

### **Local Policing Priorities**

Following our public consultation process, the policing priorities for Dumfries and Galloway Division 2023 - 2026, within our Local Policing Plan are;

1. Reducing Violence and Disorder
2. Reducing the harm caused by Substance Misuse
3. Road Safety and Road Crime
4. Acquisitive Crime
5. Protecting Vulnerable People at Risk of Harm

### **OPERATION OF THE LICENSING (SCOTLAND) ACT 2005**

Police Scotland within Dumfries and Galloway Division work towards upholding the 5 licensing objectives set out in the Licensing Scotland Act 2005 and the statement of licensing provisions issued by Dumfries and Galloway Licensing Boards.

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The 5 objectives are:

1. Preventing Crime and Disorder
2. Securing Public Safety
3. Preventing Public Nuisance
4. Protecting and Improving Public Health
5. Protecting Children and Young Persons from Harm

All licensing enquiries, within the Wigtownshire area are submitted to Police Scotland via the Divisional Licensing Unit, Cornwall Mount, Dumfries. A standard methodical process ensures each application is run through numerous police systems and the findings assessed. Where further enquiry is deemed appropriate a local community officer is appointed to make contact with the applicant to establish further details. All information is returned to the divisional licensing unit for final assessment and formal response.

To ensure thorough overview of all licensing matters, the Divisional Licensing Unit work closely with Community Policing Teams. This allows the early identification of any issues with licensed premises or license holders which in turn permits a co-ordinated response to any interventions requirements.

Police Scotland remains a statutory consultee in respect of licensing applications and ensure relevant checks are completed on applicants. Should there be any identified concerns regarding the suitability of an applicant the divisional licensing unit will make a representation or objection to the licensing board.

Similar to the above should there be any identified concerns regarding the suitability of a licence holder then the divisional licensing department will again make representation to the licensing board.

Throughout the year, officers have attended at licensed premises with a view of identifying drug misuse and offering licensees a visual identification of areas within their premises which may present an opportunity for patrons to consume drugs. The use of 'cocaine wipes' which readily identifies cocaine residue has led to a number of preventative measures being put in place by licensees in order to combat the misuse of controlled drugs within their premises.

## **YOUTH ENGAGEMENT – SCHOOLS**

Throughout the year regular scheduled drugs and alcohol talks are completed within schools from P7 into secondary school.

If there is a particular issue identified within a school, they can request an additional input and our local Community Policing team or Substance Misuse Officer will attend and complete educational inputs tailored to a particular issue.

These talks cover basic information for primary school children and develop dependent on age/trends/risk.

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“Do The Right Thing” an initiative utilised in the west of the region for many years continues to run in schools on varying dates whereby relevant departments attend and provide inputs to S3/S4 pupils regarding challenges that youths may face as they mature. This includes information around drugs, alcohol, housing sexual health etc and consequences of actions based on decision making. These topics change on a yearly basis dependent on trend but generally drugs and alcohol remain.

This covers the health effects of alcohol as well as the criminal side of being caught in possession of alcohol and proxy purchase requests.

This engagement with youths from an early age is hoped to educate them and provide them with necessary information to make appropriate life decisions and prevent crime and substance misuse.

**JOINT VISIT INITIATIVE WITH ELECTED MEMBER – STRANRAER**

An Elected member was unaware of how Police interact with licensed premises and what checks are completed. At the end of 2023 Community Policing Officers were able to take the individual out with them whilst completing local licensed premises checks and show them what checks they complete in respect of a premises, signs they look for in respect of drug use or alcohol overconsumption, underage drinking and how they relay this to the Designated Premises Manager in an effective manner through engagement and education before enforcement.

He was surprised by the thoroughness of officers despite demand on them and how good their relationship was with staff at licensed premises.

**FESTIVE INITIATIVE – DISPLAY SAFETY ADVICE**

In December 2023 Stranraer Community Policing Team obtained the use of an empty shop within the town centre which has exposure to passers-by attending licensed premises. They placed a large screen television within the premises and displayed harm prevention guidance throughout the festive period relating to planning ahead, spiking prevention techniques, not to leave friends on their own, pacing alcohol consumption etc.

This was well received within the local community and felt to be beneficial.

**PROBLEM SOLVING**

Incidents involving licensed premises and people linked with the hospitality industry are monitored through the Police Scotland Inn Keeper database. This system is used to identify problem areas, repeat callers and crime trends in terms of violence and anti-social behaviour that can be directly linked to licensed premises or a location nearby.

Inn Keeper is a national system that records and retains information relating to licensed premises and personal licence holders. It is a reporting tool for operational officers to record licensed premises visits and incidents and raise any concerns that arise from such visits and interactions with the premises. Information from this system can be used to highlight issues to licensed premises to allow them to introduce preventative measures.

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Dumfries and Galloway Division engages with the Local Authority Licensing Team through a weekly meeting. This allows partners to share information on licensed premises in the Board area and includes concerns about poor management, disorder and compliance. This enables a joint approach from both partners to share and address any licensing concerns.

This allows for problems to be identified early and remedial work to be undertaken with licensees prior to a request to the board to review a license. The Police uses a staged process with options available to assist in a problem solving approach that are flexible, ranging from;

Communication – The lowest end of the scale which involves engaging with and advising licensees.

Monitoring – Tasked inspections and increased scrutiny of premises for a specific period of time.

Intervention – Increased interaction with premises and staff, with formal dialogue and the use of agreed ‘Licensing Intervention Plans’.

Problematic – This is the final stage and involves requesting a license review in response to more serious matters.

The proactive use of the above measures ensures that we are supporting licensees and reducing the requirement to present reviews to the board.

### **SUMMARY RELEVANT TO THE WIGTOWNSHIRE AREA**

The below figures represent all incidents that can be linked to licensed premises. The latest yearly figures remain consistent with previous years.

The total crimes for 2023/2024 have also been broken down into crime type as follows;

|                                                 | <b>2019/20</b> | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> |
|-------------------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Crimes specifically linked to licensed premises | 42             | 21             | 44             | 37             | 50             |

| <b>Crime type breakdown</b>           | <b>Number</b> |
|---------------------------------------|---------------|
| Assault                               | 21            |
| Assault on Emergency Worker           | 4             |
| S38/ BOP/ Fail to Provide Details etc | 14            |
| Licensing Offences                    | 6             |
| Serious Assault                       | 1             |
| Sexual Offences                       | 1             |
| Stalking/Harrassment                  | 1             |
| Telecommunications Offence            | 1             |

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|                                |   |
|--------------------------------|---|
| Possession of Offensive Weapon | 1 |
|--------------------------------|---|

The majority of offences that can be linked with alcohol consumption and licensed premises are assaults and abusive behaviour. At peak times Police Scotland implement their Night Time Economy Plan, this involves high visibility patrols to deter people from committing offences and to monitor patrons as they leave the area to go home. Police staffing at such times is increased with shift alterations and a longer shift crossover to ensure operational officers are available and visible.

Any drunkenness or disorder offences/incidents are dealt with robustly by operational officers at the time and thereafter reviewed by the licensing team. Local officers are routinely tasked with making visits to licensed premises, not only for visibility and reassurance purposes but also to ensure that Licensing Legislation is being complied with. Each visit, whether or not any offences or issues are identified, are recorded on the Inn Keeper system. All entries are reviewed by the Divisional Licensing Unit, and where necessary additional tasks or activities are allocated to deal with any inconsistent practices. Officers also attend licensed premises in the afternoon to ensure their visibility is present through the day.

All applications for Premises and Personal Licences received by the Licensing Board are examined by staff from the Divisional Licensing Unit and where relevant, objections and representations are made to the board. We endeavour to bring all relevant information to the board to allow for a full overview of the applications which can then be taken into cognisance during decision making.

In the last reporting year 2023/2024 we did not require to bring any premises licenses or personal licence holders in front of the board.

There were no intervention plans put in place for any premises in this board area.

**PREVENTING THE SALE OR SUPPLY OF ALCOHOL TO CHILDREN OR YOUNG PEOPLE**

Alcohol misuse amongst children and young persons can also result in behavioural issues and offending; such as violence and antisocial behaviour, as well as increasing vulnerability and susceptibility to exploitation.

Identifying young people that consume alcohol, or those on the periphery of offending through alcohol, or otherwise, will allow intervention and diversionary activities to be progressed. These complement ongoing enforcement activity within our communities.

Dumfries and Galloway Division have Youth Engagement Officers assigned to each Secondary School and Community Officers who liaise with primary schools across the region. These officers regularly provide talks to Children and Young Persons at school and in other environments. A benefit of this close link between children and these officers is that they are known and can be easily identified as being under age to consume alcohol.

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Our Youth Engagement Officers also work closely with Dumfries and Galloway Council Youth Services through the year. During school holidays these teams work together to tackle youth disorder which can often be linked to the misuse of alcohol. Diversionary activities are set up by the youth work teams and joint patrols of identified hot spot areas are conducted with a view to engaging with youths and encourage positive behaviours in a community setting.

Dumfries and Galloway Division works closely with partner agencies to protect children from harm. Should a child or young person be found in possession of alcohol or identified as being at risk from alcohol consumption then a concern form is submitted and shared with partner agencies. This allows for a multi-agency approach to be commenced at an early stage and ensures that a whole systems approach to address the needs of the young person is undertaken.

In support of the 'Protection of Children from Harm' licensing objective, applications for premises licences and variations to premises licences go under close scrutiny and may result in a submission to the board in respect of an objection or more commonly representation, especially in relation to the times and terms in which children and young people can be on such premises.

### **TACKLING SERIOUS AND ORGANISED CRIME**

Dumfries and Galloway Division are satisfied that at this time there is not a serious issue with serious and organised crime groups operating within the licensed trade in the area. We are aware of the impact serious and organised crime groups have on our communities and we will continue to evaluate any intelligence which may show this to be the case and act accordingly.

Crime and intelligence systems are continually monitored to analyse any emerging trends. Any identified hot spots are brought to the attention of the divisional licensing unit who report directly to the service delivery Chief Inspector. The division have a robust daily review process which feeds in to tasking and co-ordinating procedures to ensure appropriate oversight and action on any developing issues. The local area commander maintains oversight of resource deployment in terms of response policing and enhanced community policing opportunities.

Should certain premises be identified as becoming problematic the divisional licensing Sergeant will liaise with the local Community Policing Inspector and ensure that the premises are monitored accordingly.

As a division our focus is to reduce to the availability of drugs within our communities and combat acquisitive crime that may be linked to serious and organised crime groups. The Detective Chief Inspector has responsibility for oversight of all divisional activity linked to serious and organised crime groups and provides a link to national divisions. This ensures we are sighted on developing trends or groups who may look to infiltrate our local area with a view to targeting local communities.

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The Substance Misuse Officer and Community Policing team also offer training to staff members in relation to identifying signs of drugs misuse.

If required we provide specific premise based crime reduction and security surveys to assist license premise to assist them with meeting their own responsibilities as licensees.

**PROPOSED ACTIVITY FOR THE YEAR AHEAD**

Dumfries and Galloway Division will continue a tasked and proactive approach to Alcohol Licensing.

We will continue to identify emerging issues and problematic areas and work in conjunction with licensed premises and licence holders to ensure that we can implement early intervention tactics to address areas of concern. This is something that is beneficial for all parties and is an important method to meet the licensing objectives.

We will continue close engagement with Partner Agencies to address any Licensing concerns at an early stage, to ensure that the licensing standards are maintained and any breaches are notified to the relevant boards. We will work in partnership with Licensing Standards to monitor results in this area.

We will ensure the continued use of social media to deliver key messages regarding the dangers of alcohol.

We will provide assistance and guidance to large organised events such as the Oyster Festival and local gala events to ensure licensing objectives are adhered to.

Additionally, work will continue around identifying and reducing drug misuse in and around licensed premises with increased tasking and proactive work and working with licensees to introduce ways to reduce use.

We would like to thank you for your continued support and stress the importance of this collaborative problem solving approach. This ensures that police, license holders and licensed premises staff have a better understanding of their responsibilities. We look forward to furthering this partnership over the coming year.

To conclude we would like to thank you for your continued support during what has been a challenging year for all. We have all had to adapt to a new way of working and ever changing circumstances which has been embraced by all.

We look forward to a safe and healthy 2024/2025.

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**DUMFRIES AND GALLOWAY LICENSING BOARD**

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**LICENSING (SCOTLAND) ACT 2005 (THE ACT)**  
**SECTION 9A: ANNUAL FUNCTIONS REPORT 2023/24**

**1. Reasons for the report**

To seek the Board's approval of Dumfries and Galloway Licensing Boards' annual functions report for the year 2023/24.

**2. Background**

2.1 In terms of section 9A of the Act, the Board must prepare and publish an annual functions report not later than 3 months after the end of each financial year i.e. by 30 June each year.

2.2 The Licensing Board's report for the financial year 2023/24 has been published on the Board's webpage <https://www.dumgal.gov.uk/article/15196/Dumfries-and-Galloway-Licensing-Board>

2.3 The functions report must include the following:

A statement explaining how the Board has had regard to:

- the licensing objectives, and
- their licensing policy statement and any supplementary licensing policy statement (including the Board's statement under section 7(1) (duty to assess overprovision)), in the exercise of their functions under the Act during the financial year,
- a summary of the decisions made by (or on behalf of) the Board during the financial year;
- information about the number of licences held under the Act in the Boards' areas (including information about the number of occasional licences issued during the year) and
- any other information about the exercise of the Board's functions as the Board considers appropriate.

2.4 The report for the year 2023/24 is detailed at the **Appendix**.

**3. Recommendation**

The Board approves the Functions Report for 2023/24 attached at the Appendix.

Sharon Davidson  
 Licensing Manager  
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5 November 2024

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- 3. Annual Functions Report**
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- 5. Reviews**
- 6. Licensing Policy Statement**
- 7. Licensing Standards Officers**
- 8. Statement on how the Boards exercise their functions**
- 9. Conclusion**

## **APPENDICES**

**Appendix** - List of Applications for a Premises Licence

## 1. Introduction – Dumfries and Galloway Licensing Boards

### General

1.1 Dumfries and Galloway is a mainly rural area in South West Scotland. It covers approximately 2470 square miles with a population of around 146,000. The main settlements are Dumfries (including Heathhall/Locharbriggs) around 31,600 residents; Stranraer (approximately 10,920 residents) and Annan (approximately 7,990 residents). All other settlements have populations under 5000. The region of Dumfries and Galloway is divided into four geographical areas (former District Council areas) as follows: Annandale and Eskdale, Nithsdale, Stewartry and Wigtownshire.

1.2 Each of these four areas has its own Divisional Licensing Board. The four Divisional Licensing Boards in Dumfries and Galloway are:

- Annandale & Eskdale
- Nithsdale
- Stewartry
- Wigtown

1.3 Each Licensing Board is responsible for the licensing and regulation of alcohol within their respective areas.

1.4 As at 31 March 2024, there were 600 (602 - 2022/23) licensed premises in Dumfries and Galloway. Within each Licensing Board Division, the breakdown is:

| <b>Board</b>        | <b>2023/24</b> | <b>2022/23</b> |
|---------------------|----------------|----------------|
| Nithsdale           | 189            | 190            |
| Wigtown             | 146            | 148            |
| Annandale & Eskdale | 155            | 154            |
| Stewartry           | 110            | 110            |

### Types of applications under the 2005 Act:

1.5 Under the 2005 Act, the four Divisional Licensing Boards are responsible for considering applications for:

- occasional licences
- provisional licences
- temporary licences
- personal licences
- transfer of premises licences
- variation of premises licences
- extension of licensing hours

## 2. The Licensing Objectives

2.1 The Act sets out the following five licensing objectives ("the licensing objectives"):

- (i) preventing crime and disorder
- (ii) securing public safety
- (iii) preventing public nuisance
- (iv) protecting and improving public health
- (v) protecting children and young persons from harm

2.2 The licensing objectives provide a basis for the administration of the licensing regime. They also provide potential reasons for refusal of an application, for the grant or variation of a premises licence or an occasional licence. Breach of the objectives may provide grounds for reviewing a premises licence. Conditions attached to a premises licence or an occasional licence may be based on any one or more of the licensing objectives.

2.3 In exercising its functions under the Act, the Board must have regard to the licensing objectives.

## 3. Annual Functions Report

3.1 Section 9A of the Licensing (Scotland) Act 2005 requires Dumfries and Galloway Licensing Boards to publish an Annual Functions Report within 3 months of the end of the relevant financial year.

3.2 Dumfries and Galloway's Divisional Licensing Boards must therefore prepare and publish an Annual Functions Report by 30 June 2024 for the financial year 2023-2024 (being 1 April 2023 to 31 March 2024).

3.3 An Annual Functions Report must include the following:

- a statement explaining how each Board has had regard to the licensing objectives;
- a statement explaining how each Board has had regard to the Statement of Licensing Policy and any Supplementary Policy Statement (including the Board's statement with regard to its duty to assess overprovision);
- a summary of the decisions made by (or on behalf of) the Board during the financial year;
- information about the number of licences held under the 2005 Act in each Board's area (including the number of occasional licences issued in each year); and
- such other information about the exercise of each Board's functions as each Board considers appropriate.

3.4 In the year from 1 April 2023 to 31 March 2024, the Licensing Boards met as follows:

| <b>Board</b> | <b>2023/24</b> | <b>2022/23</b> |
|--------------|----------------|----------------|
| Nithsdale:   | 4 times        | 4 times        |

|                                   |         |         |
|-----------------------------------|---------|---------|
| Annandale & Eskdale:              | 3 times | 3 times |
| Stewartry:                        | 3 times | 2 times |
| Wigtown:                          | 6 times | 5 times |
| Conjoined meeting of all 4 Boards | 1 time  | 1 time  |

3.5 Applications before each Board were dealt with in an open and transparent manner in accordance with the licensing legislation and the Boards Licensing Policy Statement.

3.6 Information and guidance was made available to persons wishing to apply for a licence, make representations or lodge objections.

#### 4. Summary of decisions made by the Boards

4.1 Each Divisional Licensing Board holds meetings to determine applications that cannot be dealt with via delegated powers (whereby a Licensing Board Hearing need not be held to determine an application and an authorised member of the licensing team may 'grant' certain applications).

4.2 The premises licences granted by the Boards in 2023/24 are detailed within the **Appendix**.

4.3 During the course of the year, 2,055 occasional licences and 96 extended hours applications were granted. For comparison purposes, during 2022/23 2,012 occasional licences and 61 extended hours were granted.

4.4 Any occasional licence and extended hours applications that attracted objections or representations were considered by the Convener of each Licensing Board in line with the Board's scheme of delegation, detailed within the Licensing Policy Statement.

4.5 In the course of the year, the Licensing Board granted 150 personal licences (2022/23 - 192). 128 were revoked (2022/23 - 192).

#### 5. Reviews

##### Premises Licence Reviews

5.1 In the 2023-24 period, 3 applications for review of a premises licence were considered by the Boards (2022/23 - 1). Decisions taken by those Boards were:-

1. No grounds for review were established
2. Premises licence revoked (due to non payment of annual fee)
3. Premises licence revoked (due to non payment of annual fee)

##### Personal Licence Reviews

5.2 In the 2023-24 period, 3 reviews of a Personal Licence took place (2022/23 - 3). In one case, the licence was endorsed and in the other 2 cases, the reviews were adjourned as follows i) until the conclusion of the pending court case; and ii) for Police Scotland to provide further information.

## 6. Licensing Policy Statement

The Board's reviewed Licensing Policy Statement came into effect on 4 November 2023 and will exist for a maximum of 5 years. The Board may agree to prepare and publish Supplementary Statements within that period. The Policy Statement can be found at <https://www.dumgal.gov.uk/article/15196/Dumfries-and-Galloway-Licensing-Board>

## 7. Licensing Standards Officers

7.1 Dumfries and Galloway Licensing Boards have 3 (2.63 FTE) Licensing Standards Officers (LSOs):

- Julia Farroll, Council Offices, Sun Street, Stranraer
- Mary Irving, Council Offices, Sun Street, Stranraer
- Stuart Davidson, Kirkbank House, English Street, Dumfries

7.2 The LSOs' general roles are:

- Providing information and guidance concerning the operating of the Licensing (Scotland) Act 2005
- Supervising the compliance by licence holders of the conditions of their licence and other requirements of the legislation
- Providing mediation services for the purposes of resolving or avoiding disputes or disagreements between licence holders and any other persons.

7.3 LSOs continue to carry out routine compliance check visits to licensed premises.

7.4 The LSOs continued to deal with enquiries and complaints throughout the year with the majority being resolved without having to proceed formally to the Licensing Boards. Issues which repeatedly arise are:

- Complaints of noise and anti-social behaviour at licensed premises
- Non payment of annual fees
- Changes to layout plans without variation applications having been submitted

7.5 LSOs continue to work closely with Police Scotland and other partner agencies carrying out joint visits as and when necessary.

## 8. Statement on how the Boards exercise their functions

8.1 The Licensing (Scotland) Act 2005 as amended ("the Act") sets out regulations for the sale of alcohol and regulations for licensed premises and other premises on which alcohol is sold.

8.2 The Act is underpinned by five licensing objectives which the Board must have regard to when exercising its functions. These objectives are:

- (i) Preventing crime and disorder
- (ii) Securing public safety
- (iii) Preventing public nuisance
- (iv) Protecting and improving public health
- (v) Protecting children and young persons from harm

8.3 The Licensing Boards are required by law to have a Licensing Policy Statement outlining how they will exercise their functions and duties under the Licensing (Scotland) Act 2005 (the 2005 Act) in order to promote each of the Licensing Objectives.

8.4 The current Policy Statement contains a range of issues pertaining to alcohol licensing and how the Board exercises its functions under the Licensing Scotland Act 2005 and can be found at <https://www.dumgal.gov.uk/article/15196/Dumfries-and-Galloway-Licensing-Board>

8.5 The Boards deal with all applications in accordance with the legislation and, in particular, the above five objectives, together with its Statement of Licensing Policy which is based on the objectives.

## **9. Conclusion**

9.1 Each of the four Divisional Licensing Boards in Dumfries and Galloway are pleased to report that licensed premises are generally well run in their respective areas.

9.2 Overall, the Boards are generally satisfied that the licensed trade is upholding and promoting the five licensing objectives which underpin the functioning of the whole licensing system.

9.3 The Boards also recognise the efforts of the Licensing Service and external stakeholders (including Police Scotland) to ensure that licensed premises comply with the legislation and continue to uphold the licensing objectives.

9.4 Whilst the Boards recognise generally the good practice and effort of licence holders to ensure that the licensing objectives are upheld and promoted, they fully expect that licence holders ensure that this good practice continues.

## Appendix

**List of Applications granted by the Licensing Boards  
for Premises Licences – 2023-2024**

**Wigtown**

|                                                                |                       |
|----------------------------------------------------------------|-----------------------|
| McCulloch Stores<br>109 Fairhurst Road<br>Stranraer<br>DG9 7QA | Provisional Off sales |
|----------------------------------------------------------------|-----------------------|

**Stewartry**

|                                                                                   |                       |
|-----------------------------------------------------------------------------------|-----------------------|
| Dalbeattie Post Office/Dalbeattie Store<br>4 High Street<br>Dalbeattie<br>DG5 4AA | Off sales             |
| Glenlair Steading<br>Knockvennie<br>Castle Douglas<br>DG7 3DF                     | Provisional Off sales |
| Aldi Store<br>Land at Oakwell Road<br>Castle Douglas<br>DG7 1HZ                   | Provisional Off sales |

**Nithsdale**

|                                                                                                         |                              |
|---------------------------------------------------------------------------------------------------------|------------------------------|
| Polish Shop Dino<br>Loreburn Shopping Centre<br>Unit 11<br>High Street<br>Dumfries DG1 2BD              | Off sales                    |
| Mercure Dumfries<br>Cargenholm House Hotel<br>Cargenholm Lodge<br>New Abbey Road<br>Dumfries<br>DG2 8ER | Provisional On and Off sales |
| Food Warehouse<br>Unit 3 Cuckoo Bridge Retail Park<br>Dumfries<br>DG2 9BF                               | Provisional Off sales        |

**Annandale & Eskdale**

|                                                                           |                       |
|---------------------------------------------------------------------------|-----------------------|
| Tesco Express<br>20 Bruce Street<br>Lochmaben<br>Lockerbie<br>DG11 1PD    | Provisional Off sales |
| Quarter Cake Café Bar & Restaurant<br>5 Butts Street<br>Annan<br>DG12 5AN | On and Off sales      |
| Solway Spirits<br>11-13 Downies Wynd<br>Annan<br>DG12 6EE                 | Off Sales             |

| 2022/23 for comparison         | New Premises Licences granted                                            |
|--------------------------------|--------------------------------------------------------------------------|
| <b>Wigtown</b>                 | -                                                                        |
| <b>Annandale &amp; Eskdale</b> | 1 Off sales<br>1 Provisional Off sales<br>1 Provisional On and Off sales |
| <b>Stewartry</b>               | 3 On and Off sales                                                       |
| <b>Nithsdale</b>               | 1 Off sales<br>1 Provisional Off sales                                   |

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**DUMFRIES AND GALLOWAY LICENSING BOARD**

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**LICENSING (SCOTLAND) ACT 2005 (THE ACT)  
SECTION 9B: ANNUAL FINANCIAL REPORT 2023/24****1. Reasons for the report**

To seek the Board's approval of Dumfries and Galloway Licensing Boards' annual financial report for the year 2023/24.

**2. Background**

2.1 In terms of section 9B of the Act, the Board should prepare and publish an annual financial report not later than 3 months after the end of each financial year i.e. by 30 June each year.

2.2 The Licensing Board's report for the financial year 2023/24 has been published on the Board's webpage <https://www.dumgal.gov.uk/article/15196/Dumfries-and-Galloway-Licensing-Board>

2.3 The financial report must include the following:

- a) a statement of—
  - the amount of relevant income received by the Licensing Boards during the financial year, and
  - the amount of relevant expenditure incurred in respect of the Boards' areas during the year, and
- (b) an explanation of how the amounts in the statement were calculated.

2.4 The report for the year 2023/24 is detailed at the **Appendix**.

2.5 Members will note that the report shows a deficit of £5,267 [the deficit in 2022/23 was £7,782]. A full review of Licensing fees will be carried out prior to publication of the next Financial Report for 2024/25.

**3. Recommendation**

The Board approves the Financial Report for 2023/24 attached at the Appendix.

Sharon Davidson  
Licensing Manager  
Kirkbank House  
English Street  
Dumfries  
DG1 2HS  
01387 245951

Vlad Valiente  
Clerk to the Licensing Boards  
Kirkbank House  
English Street  
Dumfries  
DG2 2HS

5 November 2024

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Appendix

**Licensing (Scotland) Act 2005**  
**Dumfries and Galloway Licensing Boards Financial Report**  
**Financial Year: 2023/24**

Section 9B of the Licensing (Scotland) Act 2005 requires Dumfries and Galloway Licensing Boards to publish an annual financial report within 3 months of the end of the relevant financial year. The report must detail income received and expenditure incurred in connection with the exercise of the Board's functions under the 2005 Act.

This report has been prepared using financial data taken for year ending 31 March 2024. Dumfries and Galloway Council's accounting system for licensing expenditure is not set up to separately record expenditure in connection with the Board's functions under the 2005 Act so as to distinguish it from all other direct or indirect expenditure in connection with the Board's and the Council's licensing functions under the legislation.

In order to provide a figure for total expenditure, the figures in this report also include a number of allocations and estimates. The report accordingly relies on best estimates and should not be read as a precise statement of income and expenditure relative to the exercise of the Board's functions under the Licensing (Scotland) Act 2005.

The financial statement is as follows:

**Income<sup>1</sup>:**

|                              |                 |
|------------------------------|-----------------|
| Premises Licence             | £800            |
| Provisional Premises Licence | £600            |
| Annual Fees                  | £188,775        |
| Transfers                    | £1,320          |
| Minor Variations             | £3,919          |
| Major Variations             | £10,800         |
| Extended Hours               | £960            |
| Occasional Licence           | £20,500         |
| Personal Licence             | £8,050          |
| Sundry Income ♦              | £5,632          |
| <b>Total</b>                 | <b>£241,356</b> |

♦ including fees for replacement licences, applications subsequently withdrawn, miscodings etc

**Direct Staff Costs<sup>2</sup>:**

|                              |                 |
|------------------------------|-----------------|
| Licensing Standards Officers | £91,614         |
| Licensing Board Members      | £1,796          |
| Management                   | £33,604         |
| Legal Services               | £13,299         |
| Administrative Support       | £67,711 *       |
| <b>Total</b>                 | <b>£208,024</b> |

\* total cost of administrative support was £94,674 but £26,963 was allocated to Licensing from the use of reserves for funding a member of team through DG Transform

**Other Direct Costs<sup>3</sup>:**

|                          |                |
|--------------------------|----------------|
| Training and Development | £0             |
| Stationery               | £453           |
| Supplies and Services    | £14,175        |
| Transport/Travel         | £50            |
| <b>Total:</b>            | <b>£14,678</b> |

**Indirect Costs<sup>4</sup>:**

|                    |                |
|--------------------|----------------|
| ICT                | £9,287         |
| Accommodation      | £11,528        |
| Financial Services | £3,106         |
| <b>Total:</b>      | <b>£23,921</b> |

|                          |                 |
|--------------------------|-----------------|
| <b>Total Expenditure</b> | <b>£246,623</b> |
|--------------------------|-----------------|

|                   |                |
|-------------------|----------------|
| <b>Net Income</b> | <b>-£5,267</b> |
|-------------------|----------------|

**Notes:**

1. Denotes income from the categories detailed for applications and annual fees received under the Licensing (Scotland) Act 2005
2. Denotes salary, superannuation, national insurance and pension costs associated with the Clerk and other Legal Services staff, Licensing Standards Officers and other staff responsible for administrative support under paragraph 8 of Schedule 1 to the Licensing (Scotland) Act 2005, together with an estimate of costs associated with Board Members' time dedicated to Board work.
3. Denotes the identified direct budgetary costs associated with the exercise of the Licensing Board function under each category provided.
4. Denotes the portion of central administrative costs allocated to the Licensing Board budget for each category provided.