

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

## Please read the following instructions first

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

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

I/We Chiswick Pier Trust  
(Insert name(s) of applicant)

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

### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Chiswick Pier Trust The Pier House Corney Reach Way			
Post town	London	Postcode	W4 2UG

Telephone number at premises (if any)	020 8742 2713
Non-domestic rateable value of premises	£ £22000

### Part 2 - Applicant details

Please state whether you are applying for a premises licence as appropriate **Please tick as**

a)	an individual or individuals *		please complete section (A)
b)	a person other than an individual *		
	i	as a limited company/limited liability partnership	please complete section (B)
	ii	as a partnership (other than limited liability)	please complete section (B)
	iii	as an unincorporated association or	please complete section (B)
	iv	other (for example a statutory corporation)	please complete section (B)
c)	a recognised club		please complete section (B)

d)	a charity	✓	please complete section (B)
e)	the proprietor of an educational establishment		please complete section (B)
f)	a health service body		please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)	the chief officer of police of a police force in England and Wales		please complete section (B)

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

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
- statutory function or
- a function discharged by virtue of His Majesty's prerogative

**(A) individual applicants** (fill in as applicable)

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

**Second individual applicant (if applicable)**

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

**(B) Other applicants**

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

<b>Name</b> Chiswick Pier Trust
<b>Address</b>  The Pier House Corney Reach Way London W4 2UG
<b>Registered number (where applicable)</b> Charity number 1026957 Company number 2856997

Description of applicant (for example, partnership, company, unincorporated association etc.)  Charitable Trust
Telephone number (if any) [REDACTED]
E-mail address (optional) [REDACTED]

**Part 3 Operating Schedule**

When do you want the premises licence to start?

DD	MM	YYYY
0	0	0
5	2	0
2	6	

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

DD	MM	YYYY

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

Our premises is a community building and boat pier by the River Thames. We serve the local and wider community of Hounslow. We have 4 charity tenants (RNLI, Thames Explorer Trust, Sea Cadets, Canoe Club). We host houseboats and private boats on the pier. We organise events, activities, cruises, talks, quiz nights, guided riverside walks etc. These events are mainly held in our community hall or in the outside area close to the building. We would like to serve alcohol in the hall and occasionally outside within the footprint of our property close to the building. All are non-profit events for the benefit of the community.

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

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

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

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
a) plays (if ticking yes, fill in box A)	✓
b) films (if ticking yes, fill in box B)	✓
c) indoor sporting events (if ticking yes, fill in box C)	✓
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	
e) live music (if ticking yes, fill in box E)	✓
f) recorded music (if ticking yes, fill in box F)	✓

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

<b><u>Provision of late night refreshment</u></b> (if ticking yes, fill in box I)	✓
<b><u>Supply of alcohol</u></b> (if ticking yes, fill in box J)	✓

In all cases complete boxes K, L and M

**A**

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	
Day	Start	Finish	Indoors	Outdoors
Mon	0900	2300	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tue	0900	2300	<input type="checkbox"/>	<input type="checkbox"/>
Wed	0900	2300	<input type="checkbox"/>	<input type="checkbox"/>
Thur	0900	2300	<input type="checkbox"/>	<input type="checkbox"/>
Fri	0900	2300	<input type="checkbox"/>	<input type="checkbox"/>
Sat	0900	2300	<input type="checkbox"/>	<input type="checkbox"/>
Sun	0900	2300	<input type="checkbox"/>	<input type="checkbox"/>

<p><b><u>Please give further details here</u></b> (please read guidance note 4)                  We don't hold regular plays but would like to include the option of hosting plays or drama in our community hall ie amateur dramatic performance.</p>		
<p><b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)</p>		
<p><b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)</p>		

**B**

Films Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	✓
Day	Start	Finish		Outdoors	
				Both	
Mon	0900	2300		<b>Please give further details here</b> (please read guidance note 4) We occasionally show video as part of an illustrated talk or an event to show a local interest documentary.	
Tue	0900	2300			
Wed	0900	2300	<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 5)		
Thur	0900	2300			
Fri	0900	2300	<b>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	0900	2300			
Sun	0900	2300			

**C**

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)  We don't have any plans to host sporting events but would like the option of doing so.
Day	Start	Finish	
Mon	0900	2300	State any seasonal variations for indoor sporting events (please read guidance note 5)
Tue	0900	2300	
Wed	0900	2300	Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Thur	0900	2300	
Fri	0900	2300	
Sat	0900	2300	
Sun	0900	2300	

**E**

Live music Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)		
Day	Start	Finish			Indoors
Mon	0900	2300	<b>Please give further details here</b> (please read guidance note 4) We may occasionally hold a community music evening featuring live musicians ie a classical quartet or jazz ensemble. Loud, amplified music is to be avoided. Our summer outdoor events may feature local school music performance or amateur sea shanty singing or ukulele group.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Tue	0900	2300			
Wed	0900	2300	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)	<input type="checkbox"/>	<input type="checkbox"/>
Thur	0900	2300			
Fri	0900	2300	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)	<input type="checkbox"/>	<input type="checkbox"/>
Sat	0900	2300			
Sun	0900	2300			

F

Recorded music Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)		
Day	Start	Finish			Indoors
Mon	0900	2300	<b><u>Please give further details here</u></b> (please read guidance note 4) We would like to occasionally play background recorded music during our community events. This might be atmospheric music as people are arriving to an event. It may also be used as part of an illustrated talk.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Tue	0900	2300			
Wed	0900	2300	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)		
Thur	0900	2300			
Fri	0900	2300	<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat	0900	2300			
Sun	0900	2300			

**G**

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	✓
Day	Start	Finish		Outdoors	✓
				Both	
Mon	0900	2300	<b>Please give further details here</b> (please read guidance note 4) We would like the option to occasionally hold a dance performance as part of a community event. ie children's entertainment or demonstration.		
Tue	0900	2300			
Wed	0900	2300	<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur	0900	2300			
Fri	0900	2300	<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	0900	2300			
Sun	0900	2300			

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	✓
Mon	0900	2300		Outdoors	✓
				Both	
Tue	0900	2300	<b><u>Please give further details here</u></b> (please read guidance note 4) Our public events sometimes feature children’s entertainer. This involves music, dance and singing. Either in the hall or outside as part of our Summer ‘Party on the Pier’ public event. We also occasionally host live saxophone player, sea shanty singers and ukulele groups.		
Wed	0900	2300			
Thur	0900	2300	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri	0900	2300			
Sat	0900	2300	<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sun	0900	2300			

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	✓
				Outdoors	✓
				Both	
Day	Start	Finish			
Mon	0900	2300	<b><u>Please give further details here</u></b> (please read guidance note 4) During our evening events, talks, quiz nights etc, we would like to serve alcohol and snack type food from our own bar. Our daytime public events feature separate food stalls, coffee bike and refreshments/cakes stall.		
Tue	0900	2300			
Wed	0900	2300	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur	0900	2300			
Fri	0900	2300	<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat	0900	2300			
Sun	0900	2300			

J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	✓
				Off the premises	✓
				Both	
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5) We would like to serve alcohol only when we hold a community event ie quiz nights and summer 'Party on the Pier' public events. We do not intend to serve alcohol everyday -only during our events. We only intend serving alcohol for consumption on our own premises and immediate outdoor area and not away from our premises.		
Mon	0900	2300			
Tue	0900	2300			
Wed	0900	2300			
Thur	0900	2300			
Fri	0900	2300			
Sat	0900	2300			
Sun	0900	2300			
			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		

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

<b>Name</b>	David Rust
<b>Date of birth</b>	██████████
<b>Address</b>	████████████████████ ████████████████████ ████████████████████
<b>Postcode</b>	██████████
<b>Personal licence number (if known)</b>	

Issuing licensing authority (if known)

**K**

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

**L**

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) We are normally open only during office hours (0930 – 1500) but also when we hold an event or activity. The list on the left is filled as we need to keep the option of holding events at any day/time within the licence parameters.
Day	Start	Finish	
Mon	0900	2300	<p><b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 6)</p>
Tue	0900	2300	
Wed	0900	2300	
Thur	0900	2300	
Fri	0900	2300	

Sat	0900	2300	
Sun	0900	2300	

## M

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

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

We intend to adhere to all relevant legislation and health & safety requirements. We will ensure adequate staff / volunteers are in place according to the number of attendees and will recruit more if required. All fire access areas will be kept clear during events. All staff and volunteers will be fully briefed. A dedicated door team will supervise entry of guests. First aid and defibrillator will always be on the premises. A no smoking policy will be strictly enforced. Risk assessments done before every public event. H&S consultant is appointed to provide overall H&S policy schedule and risk assessment for all our premises and boat pier.

**b) The prevention of crime and disorder**

Door entry supervision and monitoring during all events. No glass used – We only provide plastic drinking glasses. Adequate lighting in all public areas. Staff/volunteer teams to monitor overcrowding and excessive drinking. We use a strict challenge 25 policy on the sale of alcohol. Zero tolerance policy on drugs. We have a 'No cash' bar. No flat surfaces in toilet areas.

**c) Public safety**

All staff and volunteers will wear high vis, branded tabards. Fire exits always kept clear and obstructions removed. All electrical appliances PAT certified. Cables well protected. First aid and defibrillator always on hand. Accident book used. Number of people entering the pier counted and controlled. Non public areas of the pier and building monitored and with signage. There is adequate lighting in all areas surround the premises. Food hygiene best practices used in bar and kitchen areas. All surfaces regularly cleaned. All electrical appliances PAT certified. Fire extinguishers always visible and with up-to-date certification. Cleaning equipment always on hand and any spillage immediately dealt with.

**d) The prevention of public nuisance**

Evening events finish 1030, allowing 30 minutes for a staggered leaving period. Live or recorded music volumes not to exceed reasonable levels. Loud, amplified music & DJ music not featured in any of our events. Adequate waste receptacles provided for litter. Separate containers provided for empty plastic drinking glasses. All litter properly bagged and placed in separate bins behind closed doors. Litter picking team immediately after all events. No equipment or apparatus left in public areas overnight. Local residents' representatives fully informed of events

**e) The protection of children from harm**

Strict 'challenge 25 policy on sale of alcohol with signage showing this. Staff and volunteers briefed on 'Ask for Angela' initiative.  
Toilet areas regularly monitored. Staff briefed on 'lost child' muster station.  
All staff and volunteers identified with his vis tabards. Zero tolerance policy on drugs.  
All alcohol kept behind the bar areas.

**Checklist:**

**Please tick to indicate agreement**


<input type="checkbox"/>	I have made or enclosed payment of the fee.	
<input type="checkbox"/>	I have enclosed the plan of the premises.	✓
<input type="checkbox"/>	I have sent copies of this application and the plan to responsible authorities and others where applicable.	✓
<input type="checkbox"/>	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	✓
<input type="checkbox"/>	I understand that I must now advertise my application.	✓
<input type="checkbox"/>	I understand that if I do not comply with the above requirements my application will be rejected.	
<input type="checkbox"/>	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	✓

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

**Part 4 – Signatures** (please read guidance note 11)

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

<b>Declaration</b>	<ul style="list-style-type: none"> <li>• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	
Date	19.04.2026
Capacity	GENERAL MANAGER, CPT.

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

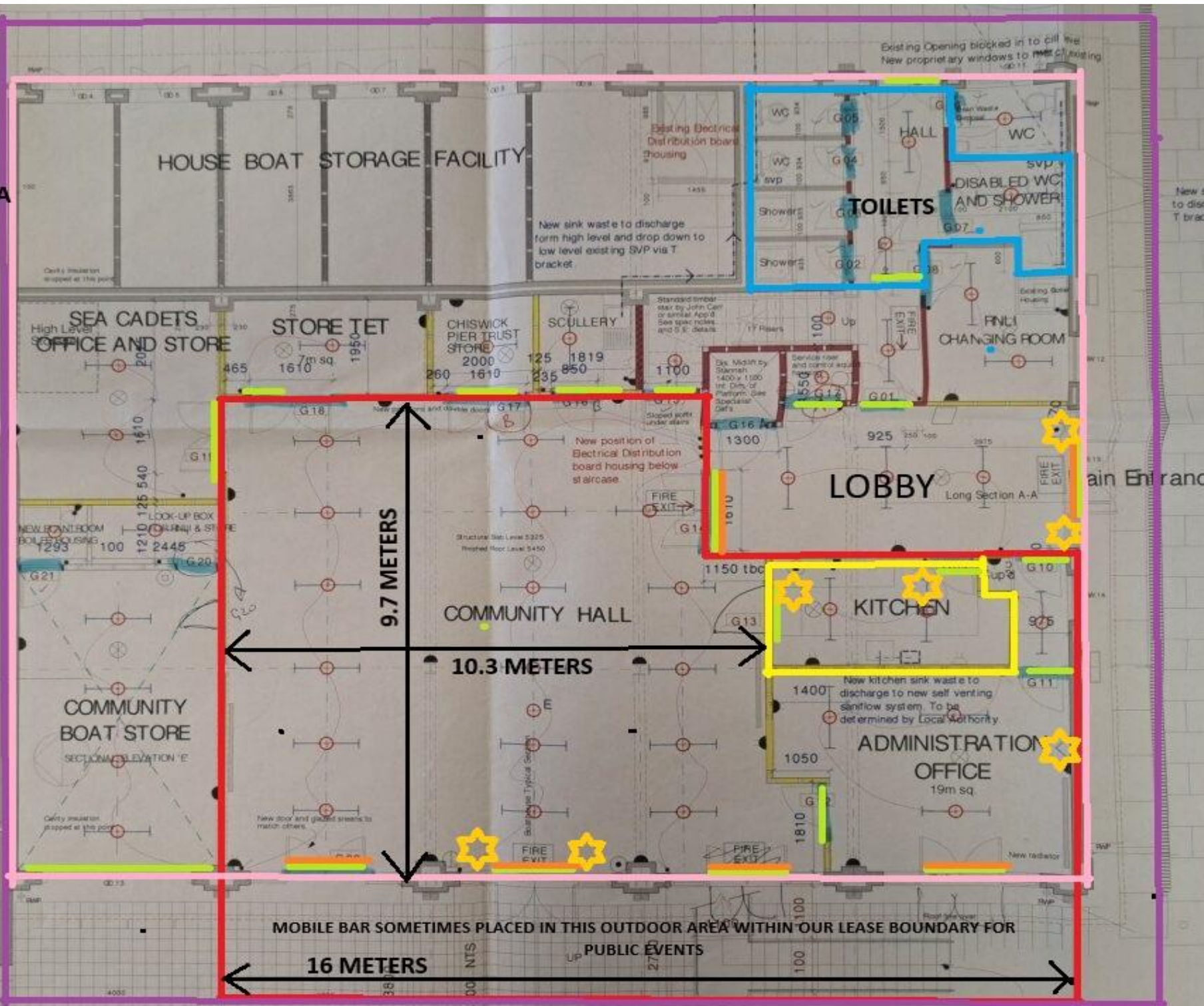
Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Post town		Postcode	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

**Notes for Guidance**

CAR PARK

- ALCOHOL AREA
- TOILETS
- BUILDING
- PROPERTY BOUNDARY
- KITCHEN
- DOOR
- FIREDOOR
- CAFE BAR
- ★ FIRE EXTINGUISHER



REFUSE

HOUSE BOAT STORAGE FACILITY

SEA CADETS OFFICE AND STORE

STORE TET

CHISWICK PIER TRUST STORE

SCULLERY

TOILETS

DISABLED WC AND SHOWER

CHANGING ROOM

LOBBY

COMMUNITY HALL

KITCHEN

ADMINISTRATION OFFICE

COMMUNITY BOAT STORE

MOBILE BAR SOMETIMES PLACED IN THIS OUTDOOR AREA WITHIN OUR LEASE BOUNDARY FOR PUBLIC EVENTS

16 METERS

9.7 METERS

10.3 METERS

Existing Opening blocked in to fill level  
New proprietary windows to meet cladding

New sink waste to discharge  
form high level and drop down to  
low level existing SVP via T  
bracket.

Standard timber  
stair by John Carr  
or similar App 9  
See spec notes  
and S.E. details

New position of  
Electrical Distribution  
board housing below  
staircase

New kitchen sink waste to  
discharge to new self venting  
saniflow system. To be  
determined by Local Authority.

Structural support to accessible  
roof area to Structural Engineer's  
details.

New door and glazed screens to  
match others

New radiator

New  
to disc  
T brack

Main Entrance

UP

NTS

100

100

MVP

4002

00

270

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

MVP

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00

00