



## **Licences**

For entertainment, the sale of alcohol, and gambling and games including raffles, lotteries, bingo, race nights and poker.

### **Alcohol and Entertainment - Premises Licence**

A Premises License is required to provide regular late-night refreshments and regulated entertainment, and sell alcohol. Almost any business that carries on one or more licensable activities will need a premises licence and these are issued by Craven District Council. Fees are annual and are based on the non-domestic rateable value of your premises.

All the details are here <https://www.cravencdc.gov.uk/licensing/alcohol-and-entertainment/premises-licence/>

### **Alcohol and Entertainment – Temporary Event Notice (TEN)**

A Temporary Event Notice is required before carrying out licensable activity on unlicensed premises, or when the activity is outside the scope of an existing premises licence, for example, holding a wedding reception at a community centre.

You will have to pay a fee of £21.00 and can apply online via Craven District Council's website

All details are here <https://www.cravencdc.gov.uk/licensing/alcohol-and-entertainment/temporary-event-notice/>

### **Bingo permits**

Bingo can be offered under the rules for exempt gaming. The Gambling Commission aims to prevent bingo becoming a predominant commercial activity on non-gambling premises.

If the bingo played during any seven-day period exceeds £2,000 (either in money taken or prizes awarded) once in a year, there is a legal duty on the licensee or club to inform the Gambling Commission. This allows the Commission to monitor the bingo activity on the premises, and discuss with the relevant licensee or club the point at which a bingo operating licence may be needed. If a second period of high turnover bingo occurs within that year, a bingo operating licence will be required. See

<https://www.gamblingcommission.gov.uk/for-licensing-authorities/GLA/Part-18-Bingo.aspx>

## **Prize Gaming Permits – race nights, poker**

You will need to apply for a prize gaming permit if you wish to provide facilities for gaming with prizes.

A permit lasts for 10 years. There is no annual fee for this type of permit.

Prize gaming permits are for non-gambling premises to have prize gambling with low stakes.

A prize game is one where the prize is fixed and is not determined by the number of people playing or the amount raised by the game. Normally the prizes are determined by the operator before the start of play. The prize can be a cash or a non-cash prize.

Go to <https://www.cravenc.gov.uk/licensing/gaming-machines/prize-gaming-permits/> to apply for a permit.

## **Lotteries, raffles, sweepstakes, tombola, 100 clubs**

A lottery (which includes raffles, sweepstakes, tombola and 100 clubs) is a kind of gambling which has three essential ingredients:

- You have to pay to enter the game
- There is always at least one prize
- Prizes are awarded purely on chance

Small Societies wishing to promote lotteries e.g. raffles, tombolas and prize draws may operate without a Gambling Commission licence provided they register with their local authority, so you must register with Craven District Council.

A society is non-commercial if it is established and conducted:

- for charitable purposes
- for the purpose of enabling participation in, or of supporting, sport, athletics or a cultural activity
- for any other purpose other than that of private gain.

A small society lottery:

- does not have proceeds that exceed £20,000 for a single draw
- does not have aggregate proceeds from lotteries in excess of £250,000 in any one year.

There are strict rules concerning raffles and prize draws which include:

- the information printed on the ticket
- how much money can be allocated to prizes and expenses
- who can buy and sell tickets
- how the tickets are sold

This guidance sheet is to provide general guidance only. It does not constitute legal advice and it should not be seen as a complete or authoritative statement of the law. It is the responsibility of village venue trustees or event organisers to ensure that they fully comply with the law. The Council is not responsible for the content of external websites referred to in any of these guidance sheets.

- filing returns with the Council

All the information about how to register is available here

<https://www.cravencd.gov.uk/licensing/gambling/small-society-lotteries/>

It costs £40 to register.

Please note - You do not need to register for:

- A raffle that is held during an event providing that the tickets are sold only to those persons present at the time and that the draw is held before the end of the event and the prizes are not money prizes.
- Sweepstakes (such as Grand National ones) do not need licensing if they are the simple workplace variety where the 'stakes' are sold only to colleagues.

## **Other licences you may need**

### **Music Licence**

Under the Copyright, Designs and Patents Act 1988, permission is needed from the copyright holders – generally those who create, record and publish music – in order to play or perform music in public (broadly, this means in any other context than a domestic one). TheMusicLicence allows you to legally play music for employees or customers in your venue through the radio, TV, other digital devices and live performances.

Previously, businesses and organisations had to obtain separate music licences from PPL and PRS for Music. They have now come together to form PPL PRS Ltd and launch TheMusicLicence.

Purchasing music either digitally or on a CD, record or tape permits you to listen to it at home for your personal use. However, if this music is played outside your home as a public performance, then you'll usually need TheMusicLicence. Go to <https://pplprs.co.uk/faqs/> for details how to apply.

### **Film copyright licence**

To screen a film to the public, you need permission from the film's copyright owner. Usually this is its UK distributor. Permission may be granted in the form of a licence or a film booking. The licensing of films for non-theatrical, Blu-ray/DVD screenings can be complicated, but the vast majority of films are available through three major gateway distributors: the BFI, Filmbankmedia or MPLC.

However, if you are using Cine Yorkshire or another similar agency, they will usually sort out the film licence for you. For more details go to <https://www.independentcinemaoffice.org.uk/advice-support/what-licences-do-i-need/film-copyright-licensing>

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