



Licensing of Alcohol and Gambling Sub- Committee

TUESDAY 1 MARCH 2022 AT 10.30 AM

Council Chamber, The Forum

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Membership

Councillor Mrs Bassadone
Councillor P Hearn (Chairman)

Councillor R Sutton

Substitute Members: Councillors

For further information, please contact Corporate and Democratic Support or on 01442 228209

AGENDA

1. **MINUTES** (Pages 2 - 8)
To confirm the minutes of the previous meeting
2. **APOLOGIES FOR ABSENCE**
To receive any apologies for absence
3. **DECLARATIONS OF INTEREST**
To receive any declarations of interest
4. **PREMISES LICENCE APPLICATION UNDER THE LICENSING ACT 2003** (Pages 9 - 21)
5. **PROCEDURE OF THE HEARING** (Pages 22 - 23)

Agenda Item 1

DACORUM BOROUGH COUNCIL

LICENSING OF ALCOHOL AND GAMBLING SUB-COMMITTEE

7 DECEMBER 2021

Present –

MEMBERS:

Councillors: Hearn (Chairman), Bhinder and Link

OFFICERS:

Alex Kowalski	Trainee Solicitor
Nargis Sultan	Legal Governance Team Leader (Observation)
Phil Wortley	Licensing Officer
Janet Hewitt	Corporate and Democratic Support Officer (Minutes)

OTHER PERSONS PRESENT:

Simon Voyse (Premises Licence Holder)
Rob Edge (Licence Holder's Representative)
Michael Pearce (Objector)
Alexander Pearce (Objector)

The meeting began at 2.00 pm.

1. MINUTES

The minutes of the last meeting held on 9 November 2021 were agreed by the members present.

2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

3. DECLARATIONS OF INTERESTS

There were no declarations of interests.

4. PREMISES LICENCE APPLICATION UNDER THE LICENSING ACT 2003

The Sub-Committee were required to consider an application to a premises licence for the following premises:

Musette Café Limited
Church Farm, Station Road
Aldbury
Hertfordshire

HP23 5RS

The Chairman introduced everyone.

The Chairman asked if all legal requirements had been complied with. P. Wortley confirmed they had. The Chairman asked P. Wortley to introduce the application.

The application was for a grant of a premises licence in respect of the sale of alcohol. The application has been submitted in the correct format, advertised as required (28 days) and all fees have been paid.

The application is for sale of alcohol by retail from 11.00 am to 23.00 hrs Monday to Sunday. The premises opening hours are 8:30 am to 23:00 hrs Monday to Sunday. There is one objection against the application and five in support.

The Chairman asked if there were any questions and there were none.

The Chairman then asked the Applicant to introduce themselves and who representing the café. Simon Voyse is the Applicant and Rob Edge is the Applicant's Representative.

The Chairman then asked the Objectors to introduce themselves. Micheal Pearce and his wife Alexander Pearce and who own Church Farm House which is immediately next door to the café.

The Chairman then asked the Applicant to introduce the application. Rob Edge introduced the application as set out in the Licensing Act 2003. The Council's statement of Licensing Policy and the Home Office Guidance issued under Section 182 of the Act. R. Edge stated that in accordance with 9.5 of the Council's statement of Licensing Policy, R. Edge has attempted to mediate with M. Pearce on 16 November and again on 24 November. The applicant has invested in excess of £35,000 in the refurbishment of the café and kitchen ensuring it is state of the art and has a fully compliant extraction system in place to remove odours and reduce noise. The premises have been inspected twice by Environmental Health and have received a five star award for their hygiene practices.

The refurbishment has transformed a once dull building into a beautiful focal point that people will talk about for all of the right reasons. The premises has also created job opportunities for local people. Mr Voyse has always tried to make the business something special for his patrons, whether they are cyclists or local families and the farm and neighbours. This can be seen by the letters of support from local residents for the granting of this application. The intention is for the café to set a benchmark for a contemporary "Shabby Chic" place in the area and beyond offering fine wines and a selection sparkling drinks. The Licensing of this premises is something that has been taken very seriously by the owners. The owners employed a Licensing consultant to complete the process and offer their guidance on compliance with the Licensing Act 2003.

It is intended to be a go to place for families as a hub for the community. It should be noted that of the eight responsible authorities, none considered it necessary to object or amend any of the conditions submitted within the application. The applicant will always demonstrate due diligence in all it does to uphold the Licensing objectives and this has been demonstrated by a number of TENS that have been held since the opening of the premises and there have not been any concerns raised by the Police or Environmental Health. There were no noise complaints received by the owners.

The following documents and Policies are in place at the premises in order to uphold the Licensing objectives and ensure that it is a well-run, safe and compliant premises.

- A Noise Monitoring Plan
- Challenge 25 Policy and Signage
- A Refusals Log
- A DPS Authorisation Form
- Staff Training and Operations Manual
- A Letter from the Noise Consultant who is providing advice to the applicant

There is a strong management team within the premises who have always consulted with responsible authorities and have been fully accepting of any advice given by these bodies. It should be noted that regulated entertainment is de-regulated between the hours of 0800 and 2300 which is when this premises will operate. It is not a vertical drinking establishment and that it does not operate within the night time economy. It is a small café offering high quality food and beverage for a select clientele.

The Chairman asked what the capacity of the café is. R. Edge replied that the number of seats within the café are 49.

The Chairman asked if the Members had any questions.

The Chairman then asked Mr Pearce to make his statement.

M. Pearce started by saying that he had not received any communication from R. Edge apart from the original submission by Mr Wortley saying that they would like to speak with them to see if they could come to an agreement.

M. Pearce said that his family owned the property which is immediately adjacent to Musette Café and it is the property which is most affected by the café's activities. The noise and disturbance from the café already impact on their lives and the enjoyment of their home. M. Pearce would like the Sub-Committee to understand that when you stand outside of their back door and take 13 paces you would receive the large doors of the café. There are two further stable doors, which are frequently used by customers. In warm weather, these large doors are open for ventilation allowing noise from within the café to be clearly audible in their garden. The café building is situated in a converted stable with no sound insulation. There are smells of cooking from the commercial kitchen which is one of the public nuisance points that has been made.

Although the applicants claim that the operation of the café can be managed to comply with any regulations, their experience is that this is not the case. In the past, the events that have occurred have continued outside of the hours permitted. The tables and chairs that have been set up outside of the café are in breach of the conditions. On 15 November the Licensing Officer forwarded a letter from the applicants agent saying that the agent for the applicant of the Musette Café has requested the opportunity to mediate to establish if there is any way to resolve their concerns. The attached letter did not contain any mention of the particular concerns that they had raised in their letter and asked them to withdraw their objection.

M. Pearce responded by a letter dated 17 November which said they would be very willing to discuss the matter upon receipt of any proposals which the applicant might have to address their objections. There has been no response to the letter.

M. Pearce is therefore very concerned that the applicant has no intention of making any steps to mitigate the further impact which the granting of permanent Alcohol Licence will have on their enjoyment of their house and garden. The café is already causing a nuisance to them because of the noise within and outside of the building and believe that if a

permanent Licence is granted then the café will become a regular drinking venue and completely different to the one-off birthday parties which have been subject to temporary Licences up to date. M. Pearce therefore asks that the Sub-Committee does not subject them to further nuisance by granting an Alcohol Licence to the café.

The Chairman asked the Members if there are any questions.

Councillor Bhinder asked for clarification of which is M. Pearce's property on the plan on page 33 of the report which was provided. Councillor Bhinder asked R. Edge why there was no correspondence with Mr Pearce.

R. Edge responded to say there were two letters of correspondence and the agreement with S. MacDonald from the Licensing Authority was that rather than R. Edge sending anything direct to the owners that it was all sent to the Licensing Authority. One letter dated 16 November was sent asking for mediation and explaining the situation and further letter was sent 24 November and R. Edge read the first paragraph to the Committee.

Councillor Bhinder asked a question regarding page 47 and potential issues are mentioned such as noise, odour, litter waste, street fouling and light pollution. The noise controlled is mentioned further on in the report but nothing of the other matters. Councillor Bhinder asked the applicant to be more specific on noise control and asked what was meant by the carrying out regular monitoring checks, is there any science with this or is it just subjective.

R. Edge responded saying that the documents lodged pack the document at Annex A was the noise management plan. It is a general noise management plan which is used for most premises and in the table on page 3, generally a premises will pick certain premises and locations referred to as receptor points so that when music is being played or a children's party then the distance from the premises from the receptor points is recorded. As can be seen from the TENS the majority of the events are people coming to talk/speak about cycling, birthday parties etc and this is when the noise management plan would kick in. Another element is if there is a condition on the Licence which says doors and windows will remain closed except for access and regress to reduce noise from the premises but now we have current Covid guidelines which are to try and keep doors open as much as possible to circulate air then again the noise management will apply as it accommodates this.

The Chairman asked P. Wortley regarding the Covid restrictions. P. Wortley confirmed that we have to follow the Government guidelines and it does state that doors and windows are kept open where possible, however, this will only be as long as the Covid rules are in force.

The Chairman asked about the outside seating and the additional noise that is created.

R. Edge replied that during the period of Covid the premises were encouraged to use outside seating space but there is a small decked area at the front of the building and people do sit there and drink their coffee etc. and sometimes dog walkers will sit outside.

The Chairman asked if the outside seating would be included for evening events.

S. Voyse stated that they had invited the Planning Enforcement team over to look at everything that was being done and the seating the Mr Pearce was referring to is just immediately on the car park next to the deck but the Planning Enforcement team confirmed that this was allowed 56 days of the year as part of permitted development. The decked area is on the other side of the building and are in no way visible to Mr Pearce's house and also a 2m solid brick wall has been erected between the café and Mr Pearce's house.

Councillor Bhinder said that noise is split into two basic categories – Amplified noise (music, speakers) and People. What is being done to mitigate both types of noise? Also what is being done to address the other issues such as odour, light pollution etc.?

R. Edge replied that they have been addressed just not within that document. Within the Operating Schedule on different waste such as bottles etc., there is a condition being offered in that saying that refuse will not be taken out between certain hours so as not to cause a nuisance. The light pollution and odour would have been inspected by Environmental Health when they did the food registration and they did not raise any concerns.

Mr Voyse also advised that regarding the food odour and the extraction, and which is shown in the plan on page 33, the extraction in the kitchen is at the southern-most end of the building which is a fair distance from Mr Pearce's house.

The Chairman asked if Mr Pearce had any questions.

Mr Pearce advised that he had submitted noise recordings from the cafe taken in 2019 and the main objection he has is that to date there have been 10 events in a year and the granting of the Licence will be of a very different nature. This Licence will be beyond when the Covid restrictions have been lifted. Mr Pearce did not receive anything from the applicant and the noise recordings were submitted but they were told that were not relevant.

The Chairman then asked the Members if there were any further questions for the applicant or objector.

Councillor Bhinder asked about the timing of 11.00 pm.

R. Edge replied that this is partly to do with the cost to make a variation to a Licence, if you wish to add hours at a later date it is the same as applying for a new Licence, for example if Mr Voyse had applied for 9.30 pm but then found some time later that people wanted to attend a party but found that 9.30 pm was too early to finish he would then have to go through the whole process just to add an hour and a half. When a premises Licence is granted from 11 am to 11 pm it doesn't mean that it will sell alcohol the whole time it just means they have the ability. The café at present closes on one day a week but it is still Licensed for that day. Apart from cyclists there are other people from the farm and village who visit the café who may enjoy a glass of wine with their lunch, so it's about future proofing the business.

Councillor Bhinder just wanted to note that there is a difference between Planning and Licensing as some items that have been mentioned are planning issues.

R. Edge then summarised that the first key point was that there was no engagement on any planning elements as Mr Voyse is liaising directly with the Planning Officers and the decision was made that he would apply for the premises Licence and then go through the Planning application for the conditions on planning. R. Edge believes that he did everything to mediate with the objector and apart from the noise management plan, the other documents that were produced and a noise consultancy firm were instructed to act on behalf of the premises to offer advice and are still working with the premises. Comprehensive policies and procedures are in place to uphold the Licensing objectives. Five local people wrote in support of this venture showing that they have faith in the applicant to do the right thing. There is a strong demonstration by the applicant for due diligence and upholding the Licensing objectives. Mr Voyse is very mindful of the fact of consideration.

Mr Pearce asked how he would future proof himself if the Licence was granted as he would have no further say and asked that the application is not granted.

The Chairman asked everyone to leave whilst the Committee considered their decision.

The meeting ended at 2.50pm

Decision:

In the present case, the Sub-Committee is required to consider whether they should grant the new premises licence. When determining an application for the grant of a premises licence (under section 18 of the Licensing Act 2003), the Sub-Committee must, having regard to relevant representations made in respect of that application, take such of the following steps as it considers appropriate for the promotion of the licensing objectives:

Options Considered:

- (a) grant the licence subject to any applicable mandatory conditions, and conditions consistent with the operating schedule modified to such extent as the authority considers appropriate for the promotion of the licensing objectives;
- (b) exclude from the scope of the licence any of the licensable activities to which the application relates;
- (c) refuse to specify a person in the licence as the premises supervisor;
- (d) reject the application.

The Sub-Committee has reserved to grant the application for a premises licence.

The Sub-Committee has given particular consideration to the objector's concerns regarding public nuisance, consisting of mainly noise disturbance at the Premises, from the licensable activity on residents in the area around the Premises.

The Sub-Committee is satisfied that the applicant shall promote the licensing objective of the prevention of public nuisance and does not believe that the effect of the licensable activity on residents shall be disproportionate and unreasonable.

The Sub-Committee notes that after considering the objector's concerns, the applicant has sought the advice of a noise management consultant to develop a noise management plan to continue to look for improvements and control noise emissions from the Premises.

The Sub-Committee further notes that there were no representations from responsible authorities and there were five representations in support of the application from other interested parties.

Moreover, the Sub-Committee also notes from Annex 2 of the Licence that the Licence contains conditions and obligations upon the Licence Holder to prevent public nuisance from occurring and this is deemed sufficient to meet the concerns of the local residents, as such, no additional conditions shall be attached. The Licence Holder is reminded to maintain these obligations.

The Sub-Committee confirms that the Licensing Authority has statutory responsibilities under the Licensing Act 2003 to review the granted premises licence, at the request of a

responsible authority or any other person, should there be relevant grounds concerning one or more of the licensing objectives in the future.

Appeal:

A right of appeal is conferred by the Licensing Act 2003. The time within which any such appeal may be brought to a magistrates' court shall be 21 days from the date on which you were notified by the Licensing Authority of this decision.

Costs:

If an appeal is lodged and the appellant is successful in their appeal, it is the intention of the Licensing Authority to resist any application for costs.

If an appeal is lodged and the appellant is unsuccessful in their appeal, it is the intention of the Licensing Authority to apply for full costs to be awarded to the Licensing Authority in respect of the appeal.

Agenda Item 4

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted



Licensing Act 2003

Premises Licence

Premises Licence Number:

DAC 7535

Version reference:

052651

Date issued:

5 July 2021

Part 1 – Premises Details

Postal address of premises including Post Town & Post Code, or if none, ordnance survey map reference or description

Tudor Rose
Long Chaulden
Hemel Hempstead
Hertfordshire
HP1 2HU

Telephone number

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Exhibition of films
Indoor sporting events
Performance of live music
Playing of recorded music
Performance of dance
Sale by retail of alcohol

The times the licence authorises the carrying out of licensable activities

Exhibition of films

Indoors

Monday-Thursday	11:00 until 23:00
Friday-Saturday	11:00 until 23:30
Sunday	11:00 until 23:00

Friday and Saturday of all Bank Holiday Weekends, to include Christmas Eve - an additional 30 minutes.

For Sporting events: Football (World/European) Rugby, Olympics. 21 days written notice to the Police, who will provide agreement no less than 7 days before the event to the Designated Premises Supervisor.

The times the licence authorises the carrying out of licensable activities

Indoor sporting events

Monday-Thursday	11:00 until 23:00
Friday-Saturday	11:00 until 23:30
Sunday	11:00 until 23:00

Friday and Saturday of all Bank Holiday Weekends, to include Christmas Eve - an additional 30 minutes.

For Sporting events: Football (World/European) Rugby, Olympics. 21 days written notice to the Police, who will provide agreement no less than 7 days before the event to the Designated Premises Supervisor.

Performance of live music

Indoors

Monday-Thursday	11:00 until 23:00
Friday-Saturday	11:00 until 00:00
Sunday	11:00 until 23:00

Friday and Saturday of all Bank Holiday Weekends, to include Christmas Eve - an additional 30 minutes.

For Sporting events: Football (World/European) Rugby, Olympics. 21 days written notice to the Police, who will provide agreement no less than 7 days before the event to the Designated Premises Supervisor.

Playing of recorded music

Indoors

Monday-Thursday	11:00 until 23:30
Friday-Saturday	11:00 until 00:00
Sunday	11:00 until 23:30

Friday and Saturday of all Bank Holiday Weekends, to include Christmas Eve - an additional 30 minutes.

For Sporting events: Football (World/European) Rugby, Olympics. 21 days written notice to the Police, who will provide agreement no less than 7 days before the event to the Designated Premises Supervisor.

Performance of dance

Indoors

Monday-Thursday	11:00 until 23:00
Friday-Saturday	11:00 until 23:30
Sunday	11:00 until 23:00

Friday and Saturday of all Bank Holiday Weekends, to include Christmas Eve - an additional 30 minutes.

For Sporting events: Football (World/European) Rugby, Olympics. 21 days written notice to the Police, who will provide agreement no less than 7 days before the event to the Designated Premises Supervisor.

The times the licence authorises the carrying out of licensable activities**Sale by retail of alcohol**

For consumption both on and off the premises

Monday-Thursday	11:00 until 23:00
Friday-Saturday	11:00 until 00:00
Sunday	11:00 until 23:00

Friday and Saturday of all Bank Holiday Weekends, to include Christmas Eve - an additional 30 minutes.

For Sporting events: Football (World/European) Rugby, Olympics. 21 days written notice to the Police, who will provide agreement no less than 7 days before the event to the Designated Premises Supervisor.

The opening hours of the premises

Monday-Thursday	06:30 until 23:30
Friday-Saturday	06:30 until 00:30
Sunday	06:30 until 23:30

Friday and Saturdays of Bank Holiday - an additional 30 minutes.
Christmas Eve - an additional 30 minutes.

Where the licence authorises supplies of alcohol whether these are on and/or off supplies

Alcohol may be supplied for consumption both ON and OFF the premises

Part 2**Name, (registered) address, telephone number and email (where relevant) of holder of premises licence**

Ei Group Ltd
3 Monkspath Hall Road
Shirley
Solihull
West Midlands
B90 4SJ

Telephone number: 0121 272 5280

Email address: licensing@stonegategroup.co.uk

Registered number of holder, for example company number, charity number (where applicable)

2562808

Name, address and telephone number of designated premises supervisor where the premises licence authorises the supply of alcohol

Telephone number:

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises the supply of alcohol:

Licence number: DAC 48015

Issuing authority: Dacorum

Signed:



Nathan March – Licensing Team Leader

Date issued:

5 July 2021

On behalf of: **Mark Brookes**

**Assistant Director, Corporate and Contracted
Services**

NOTES

This licence is issued subject to the provisions of the Licensing Act 2003 and is subject to compliance with the conditions in the following Annexes.

Possession of this document does not guarantee that the licence remains in force, nor does it imply that the premises are fit for use. Validity and current status of the licence may be confirmed by reference to the Council's Licensing officers.

Annex 1: Mandatory Conditions

Condition A1.

No supply of alcohol may be made under this licence:

- a) At a time when there is no designated premises supervisor in respect of the premises licence; or
- b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.

Condition A2.

Every supply of alcohol under this licence must be made or authorised by a person who holds a personal licence.

Condition A3.

- (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol); or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

Condition A4.

- (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
- (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
- (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.

Condition A5.

The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

Condition A6.

The responsible person must ensure that—

- (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) beer or cider: ½ pint;
 - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) still wine in a glass: 125 ml; and
- (b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- (c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

Condition A7.

- (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
- (2) In this condition:—
 - (a) “permitted price” is the price found by applying the formula $P = D + (D \times V)$, where—
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
 - (b) “duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
 - (c) “relevant person” means, in relation to premises in respect of which there is in force a premises licence—
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
 - (d) “relevant person” means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
 - (e) “value added tax” means value added tax charged in accordance with the Value Added Tax Act 1994.
- (3) Where the permitted price would not be a whole number of pennies, the permitted price shall be taken to be the price rounded up to the nearest penny.
- (4) Where the permitted price on a day (“the first day”) would be different from the permitted price on the next day (“the second day”) as a result of a change to the rate of duty or value added tax, the permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

In the above conditions, ‘responsible person’ means the holder of the Premises Licence, the Designated Premises Supervisor, or any other person over the age of 18 years who has been authorised to sell alcohol at the licensed premises.

Condition F1.

The admission of persons under the age of 18 to the exhibition of films must be restricted in accordance with any recommendation of the British Board of Film Classification, or, where there is no such recommendation or the licensing authority has notified the holder that section 20(3)(b) of the Licensing Act 2003 applies to the film, the recommendation of the licensing authority.

Annex 2: Conditions consistent with the Operating Schedule

1. GENERAL – ALL LICENSING OBJECTIVES

1.1 None applicable.

2. THE PREVENTION OF CRIME AND DISORDER

- 2.1 Any person exercising a security activity (as defined by paragraph 2(1)(a) of the Private Security Industry Act 2001) shall be licensed by the Security Industry Authority.
- 2.2 Such a person will be employed at the premises at the discretion of the designated premises supervisor/holder of the Premises Licence.
- 2.3 Any person as defined in condition (1) will clearly display his name badge at all times while on duty.
- 2.4 No customers apparently carrying open bottles upon entry shall be admitted to the premises at any times the premises are open to the public.
- 2.5 Where CCTV is installed with recording facilities such recordings shall be retained for a period of 30 days and made available within a reasonable time upon request by the Police.
- 2.6 Alcoholic and other drinks may not be removed from the premises in open containers save for consumption in any external area provided for that purpose.

3. PUBLIC SAFETY

- 3.1 The Licence holder shall comply with the reasonable requirements of the Fire Officer and the Building Control Officer as required.

4. THE PREVENTION OF PUBLIC NUISANCE

- 4.1 Where appropriate, prominent, clear and legible notices shall be displayed at all exits requesting the public respect the needs of local residents and to leave the premises and area quietly.
- 4.2 Noise or vibration shall not emanate from the premises so as to cause a nuisance to nearby properties.

5. THE PROTECTION OF CHILDREN FROM HARM

- 5.1 No films or videos of any description shall be shown so that they can be viewed by persons under the age of any applicable BBFC/Local Authority certification.
- 5.2 Children under the age of 16 shall not be permitted to enter the premises after 23:00 hours.

Annex 3: Conditions attached after a hearing by the licensing authority

N/A

Annex 4: Plans

Due to the size of the plan held in respect of this premises, it is not possible to reproduce it in this space. However, for the avoidance of doubt, the licensed area of the premises is as shown on the plan 022389/68 dated 15th July 2004.

Agenda Item 5

LICENSING OF ALCOHOL AND GAMBLING SUB-COMMITTEE PROCEDURE

The procedure of the Sub-Committee will be as follows:

1. The Chair will open the meeting by:
 - (a) Introducing the Members of the Sub-Committee (at the same time indicating any change in membership), and the Officers present, to the parties and any other person in attendance, including any representative of the press;
 - (b) stating the nature of the matter to be considered, (including a reference to the name of the premises or place concerned) and
 - (c) explaining the procedure to be followed.
2. The Chair will ask those present to introduce themselves and:
 - (a) if any party, without prior notice, fails to attend or to be represented, the Sub-Committee will consider whether or not it is necessary in the public interest to adjourn the hearing to a specified date;
 - (b) if any party is unaccompanied, the Chair will clarify whether that party understood it was permissible to have a representative;
 - (c) the Chair will establish whether it is proposed anyone speak as a spokesperson;
 - (d) the Sub-Committee will consider:
 - (i) any properly made request by a party for permission for any other person, (not being a representative), to appear and
 - (ii) any request to provide late documentary or other information and will only take the same into account if the other parties consent.
3. The Chair will ask whether any Member has an interest to declare and whether any Member has visited the premises or place the subject of the application.
4. The Chair will establish whether all Members of the Sub-Committee have read the papers before them, and then announce the order of speakers.
5. The Chair will ask the Officers present to confirm whether there has been compliance with all relevant requirements and to summarise any relevant information, as necessary.
6. Members may ask any relevant question of any Officer.
7. The Chair will ask each person who is to speak at the meeting for an indication of how much time he or she reasonably estimates is required to make relevant points concisely, and without undue repetition, and will consider a maximum period of time to be applied equally in the case of all the parties.
8. The Sub-Committee will hear from the Applicant (or representative, if applicable), any other party who has made relevant representations (in that order).
9. In every case at a suitable point, Members of the Sub-Committee may ask relevant questions of each party.

10. The Sub-Committee will consider any party's request to question/cross-examine another party and will not permit cross-examination unless it is of the view that it is required in order for Members to consider the representations, application or notice as the case may be.
11. The Chair will invite any person who has addressed the Sub-Committee, or those representing them, to summarise their points if they wish.
12. The Chair will seek confirmation from all parties that they are satisfied they have made all the pertinent points which they wished to make.
13. Members of the Sub-Committee will discuss what has been said and written on the matter before them and make their decision. The Chair may request that the applicant or licence holder, other persons, representatives (if any) and any Officer present (with the exception of the Legal Officer and Corporate and Democratic Services Officer) withdraw during this process – if any further clarification or information is required from any person, all parties will be recalled.
14. The Chair will confirm the decision, the reasons for the decision, and any condition placed upon the licence (if granted).
15. The Sub-Committee's decision will be confirmed in writing by the Assistant Director (Corporate and Contracted Services).

Please Note:

- All properly made applications, notices and representations received from absent parties will be considered.
- An Applicant has a right to appeal, details of which can be obtained via the Licensing Officer.
- The Authority has the right to require any person who, in its opinion, is behaving in a disruptive manner, to leave the hearing and may preclude, or impose conditions in relation to, that person's return.

EXCLUSION OF THE PUBLIC

To consider passing a resolution in the following terms:

That, under s.100A (4) of the Local Government Act 1972 Schedule 12A Part 1 as amended by the Local Government (Access to Information) (Variation) Order 2006 the public be excluded during the item in Part II of the Agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during that item there would be disclosure to them of exempt information.