

Agenda

Licensing sub-committee

Date: Tuesday 1 October 2019

Time: **10.00 am**

Place: Council Chamber, Town Hall, Hereford, HR1 2HX

Notes: Please note the time, date and venue of the meeting.

For any further information please contact:

Caroline Marshall, Democratic Services

Tel: 01432 260249

Email: caroline.marshall3@herefordshire.gov.uk

If you would like help to understand this document, or would like it in another format, please call Caroline Marshall, Democratic Services on 01432 260249 or e-mail caroline.marshall3@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Licensing subcommittee

Membership

Councillor Alan Seldon Councillor Toni Fagan Councillor Jeremy Milln

Pages

Agenda

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. NAMED SUBSTITUTES (IF ANY)

To receive any details of Members nominated to attend the meeting in place of a Member of the committee.

3. DECLARATIONS OF INTEREST

To receive declarations of interests in respect of Schedule 1, Schedule 2 or Other Interests from members of the committee in respect of items on the agenda.

4. APPLICATION FOR A GRANT OF A PREMISES LICENCE IN RESPECT OF GRANGE COURT, PINSLEY ROAD, LEOMINSTER. HR6 8NL-LICENSING ACT 2003

To consider an application for a grant of a premise licence in respect of Grange Court, Pinsley Road, Leominster, HR6 8NL.

11 - 54

The Public's Rights to Information and Attendance at Meetings

YOU HAVE A RIGHT TO: -

- Attend all Council, Cabinet, Committee and Sub-Committee meetings unless the business to be transacted would disclose 'confidential' or 'exempt' information.
- Inspect agenda and public reports at least five clear days before the date of the meeting.
- Inspect minutes of the Council and all Committees and Sub-Committees and written statements of decisions taken by the Cabinet or individual Cabinet Members for up to six years following a meeting.
- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
- Access to a public Register stating the names, addresses and wards of all Councillors with details of the membership of Cabinet and of all Committees and Sub-Committees.
- Have a reasonable number of copies of agenda and reports (relating to items to be considered in public) made available to the public attending meetings of the Council, Cabinet, Committees and Sub-Committees.
- Have access to a list specifying those powers on which the Council have delegated decision making to their officers identifying the officers concerned by title.
- Copy any of the documents mentioned above to which you have a right of access, subject to a reasonable charge (20p per sheet subject to a maximum of £5.00 per agenda plus a nominal fee of £1.50 for postage).
- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, Committees and Sub-Committees and to inspect and copy documents.

RECORDING OF THIS MEETING

Please note that the council will be making an official audio recording of this public meeting. These recordings form part of the public record of the meeting and are made available for members of the public via the council's website.

To ensure that recording quality is maintained, could members and any attending members of the public speak as clearly as possible and keep background noise to a minimum while recording is in operation.

Please also note that other attendees are permitted to film, photograph and record our public meetings provided that it does not disrupt the business of the meeting.

If you do not wish to be filmed or photographed, please identify yourself so that anyone who intends to record the meeting can be made aware.

Please ensure that your mobile phones and other devices are turned to silent during the meeting.

The reporting of meetings is subject to the law and it is the responsibility of those doing the reporting to ensure that they comply.

Public Transport Links

There are bus stops directly outside the building. Hereford train station is a 15 minute walk, Hereford country bus station and Hereford city bus station are both a 5 minute walk from the Shirehall.

HEREFORDSHIRE COUNCIL

SHIRE HALL, ST PETERS SQUARE, HEREFORD HR1 2HX.

FIRE AND EMERGENCY EVACUATION PROCEDURE

In the event of a fire or emergency the alarm bell will ring continuously.

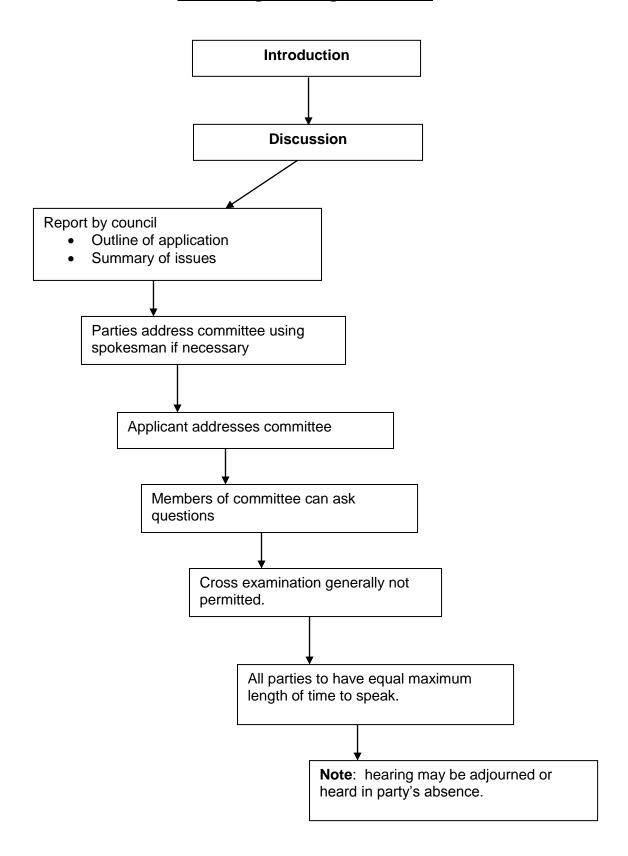
You should vacate the building in an orderly manner through the nearest available fire exit.

You should then proceed to the Fire Assembly Point which is located in the Shire Hall Side Car Park. A check will be undertaken to ensure that those recorded as present have vacated the building following which further instructions will be given.

Please do not allow any items of clothing, etc. to obstruct any of the exits.

Do not delay your vacation of the building by stopping or returning to collect coats or other personal belongings.

Licensing Hearing Flowchart





Meeting:	Licensing sub-committee
Meeting date:	1 October 2019
Title of report:	Application for a grant of a premises licence in respect of Grange Court, Pinsley Road, Leominster. HR6 8NL- Licensing Act 2003
Report by:	Licensing Officer

Classification

Open

Key Decision

This is not an executive decision.

Wards Affected

Leominster East.

Purpose

To consider an application for a grant of a premise licence in respect of Grange Court, Pinsley Road, Leominster, HR6 8NL.

Recommendation

THAT:

The sub committee determine the application with a view to promoting the licensing objectives in the overall interests of the local community. They should give appropriate weight to:

- The steps that are appropriate to promote the licensing objectives,
- The representations (including supporting information) presented by all parties,
- The guidance issued to local authorities under Section 182 of the Licensing Act 2003, and
- The Herefordshire Council Statement of Licensing Policy 2015 2020.

Options

- 1. There are a number of options open to the sub-committee:
 - a) Grant the licence subject to conditions that are consistent with the operating schedule accompanying the application and the mandatory conditions set out in the Licensing Act 2003,

- b) Grant the licence subject to modified conditions to that of the operating schedule where the sub-committee considers it appropriate for the promotion of the licensing objectives and add mandatory conditions set out in the Licensing Act 2003.
- c) To exclude from the scope of the licence any of the licensable activities to which the application relates
- d) To refuse to specify a person in the licence as the premise supervisor, or
- e) To reject the application.

Reasons for Recommendations

2. Ensures compliance with the Licensing Act 2003.

Key Considerations

Licence Application

- 3. The application for the grant of a premises licence has received a relevant representation and is brought before the sub committee for determination.
- 4. The details of the application are:

Applicant	LARC Development Trust	
Agent	Not applicable	
Type of application:	Date received:	28 Days consultation ended
Grant	26 July 2019	22 August 2019
Re-start consultation period	10 August 2019	6 September 2019

Summary of Application

5. The application (appendix 1) requests the grant of a premises licence to allow the following licensable activities, during the hours shown, as follows:

Plays, Films, Live Music, Recorded Music, Performance of Dance, Anything Similar to Live Music, Recorded Music & Dance (Indoors/Outdoors), Sale/Supply of Alcohol (consumption on and off the premises)

Monday-Sunday 10:00 - 23:00

6. The consultation period was re-started at the request of the applicant due to the advert being placed incorrectly, therefore not meeting legislation.

Summary of Representations

- 7. Three (3) representations have been received from the responsible authorities (Environmental Protection, Trading Standards and West Mercia Police). These representations have been agreed by the applicant and can be found at appendices 2, 3 and 4.
- 8. One (1) representation has been received from a member of the public that the Licensing Authority has accepted as being relevant and can be found at appendix 5. The representation listed 12 signatures of support.

Community Impact

9. Any decision is unlikely to have any impact on the local community.

Equality duty

- 10. There are no equality issues in relation to the content of this report.
- 11. This report has human rights implications for both the premises licence holder and the residents from the local neighbourhood. Any of the steps outlined in section 1 of this report may have financial implications for a licensee's business and livelihood and/or may have impact upon the day to day lives of residents living in close proximity to the premises.
- 12. Article 8(i) of the European Convention of Human Rights provides that everyone has the right to respect for his/her private and family life and his/her home (which includes business premises). This right may be interfered with by the council on a number of grounds including the protection of rights and freedoms of others. The First Protocol Article 1 also provides that every person is entitled to the peaceful enjoyment of his possessions and shall not be deprived of his possessions except in the public interest and conditions provided for by law. Members must accordingly make a decision which is proportionate to the hearing and endeavour to find a balance between the rights of the applicant, residents and the community as a whole.

Financial implications

13. There are unlikely to be any financial implications for the authority at this time.

Legal Implications

- 14. As relevant representations have been received, the sub committee must determine the application under Section 3.5.7 (c) of the Herefordshire Council constitution. The representations must relate to the licensing objectives and the sub committee must determine the likely effect of the grant of the premises licences on the promotion of the licensing objectives.
- 15. The licensing authority must have regard to the promotion of the four licensing objectives namely; the prevention of crime and disorder; public safety; the prevention of public nuisance; and the protection of children from harm in exercising its functions under the Licensing Act 2003. Further regard should be had to the statutory guidance under Section 182 of the Act and the Council's own statement of licensing policy. The options available to the licensing authority are set out in section 1 of this report.

- 16. The sub committee should be aware of a number of stated cases which have appeared before the Administrative Court and are binding on the Licensing Authority.
- 17. The case of Daniel Thwaites Plc v Wirral Borough Magistrates' Court (Case No: CO/5533/2006) at the High Court of Justice Queen's Bench Division Administrative Court on 6 May 2008, [2008] EWHC 838 (Admin), 2008 WL 1968943, Before the Honourable Mrs Justice Black.

In this case it was summed up that: -

A licensing authority must have regard to guidance issued by the Secretary of State under section 182. Licensing authorities may depart from it if they have reason to do so but will need to give full reasons for their actions.

- 18. Furthermore the Thwaites case established that only conditions should be attached to a licence with a view to promoting the Licensing objectives and that 'real evidence' must be presented to support the reason for imposing these conditions.
- 19. This judgement is further supported in the case of The Queen on the Application of Bristol Council v Bristol Magistrates' Court, CO/6920/2008 High Court of Justice Queen's Bench Division The Administrative Court, 24 February 2009, [2009] EWHC 625 (Admin) 2009 WL 648859 in which it was said:

'Licensing authorities should only impose conditions which are necessary and proportionate for the promotion for licensing objectives'.

20. In addition to this it was stated that any condition attached to the licence should be an enforceable condition.

Right of Appeal

21. Schedule 5 of the Licensing Act 2003 gives a right of appeal which states:

Decision to grant premises licence or impose conditions etc.

- (1) This paragraph applies where a licensing authority grants a premises licence under section 18.
- (2) The holder of the licence may appeal against any decision—
 - (a) to impose conditions on the licence under subsection (2)(a) or (3)(b) of that section, or
 - (b) to take any step mentioned in subsection (4)(b) or (c) of that section (exclusion of licensable activity or refusal to specify person as premises supervisor).
- (3) Where a person who made relevant representations in relation to the application desires to contend—
 - (a) that the licence ought not to have been granted, or
 - (b) that, on granting the licence, the licensing authority ought to have imposed different or additional conditions, or to have taken a step mentioned in subsection (4)(b) or (c) of that section,

he may appeal against the decision.

(4) In sub-paragraph (3) "relevant representations" has the meaning given in section 18(6).

22. Appeals should be made to the Magistrates Court and must be made within 21 days beginning with the day on which the appellant was notified by the licensing authority of the decision appealed against

Risk Management

23. There is little risk associated with the decision at this time as the legislation allows a right of appeal to the Magistrates Court within a period of 21days of being notified of the decision in writing.

Consultees

24. All responsible authorities and members of the public living within Herefordshire.

Appendices

Appendix 1 - Application Form

Appendix 2 – Environmental Protection representation

Appendix 3 – Trading Standards representation

Appendix 4 – West Mercia Police representation

Appendix 5 – Public representation

Background Papers

None.

Herefordshire
Application for a premises licence
Licensing Act 2003

For help contact licensing@herefordshire.gov.uk Telephone: 01432 261761

* required information

Section 1 of 21		
You can save the form at an	y time and resume it later. You do not need to	be logged in when you resume.
System reference	Not Currently In Use	This is the unique reference for this application generated by the system.
Your reference		You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.
Are you an agent acting on (Yes	behalf of the applicant?	Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
Applicant Details		
* First name	Martin	
* Family name	Baines	
* E-mail		
Main telephone number		Include country code.
Other telephone number		
☐ Indicate here if you w	ould prefer not to be contacted by telephone	
Are you:		
Applying as a businesApplying as an individual	ss or organisation, including as a sole trader dual	A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.
Applicant Business		
Is your business registered the UK with Companies House?	in © Yes C No	Note: completing the Applicant Business section is optional in this form.
Registration number	3493040	
Business name	LARC DEVELOPMENT TRUST	If your business is registered, use its registered name.
VAT number -	N/A	Put "none" if you are not registered for VAT.
Legal status	Private Limited Company	

Continued from previous page.	••	
Your position in the business	Chair of Trustees	
Home country	United Kingdom	The country where the headquarters of your business is located.
Registered Address		Address registered with Companies House.
Building number or name	Grange Court	
Street	Pinsley Road	
District		
City or town	Leominster	
County or administrative area	Herefordshire	
Postcode	HR6 8NL	
Country	United Kingdom	
Section 2 of 21		
PREMISES DETAILS		
in accordance with section 12 Premises Address Are you able to provide a post	tal address, OS map reference or desc	ription of the premises?
AddressOS ma	p reference O Description	
Postal Address Of Premises		
Building number or name	Grange Court	
Street	Pinsley Road	
District		
City or town	Leominster	
County or administrative area	Herefordshire	
Postcode	HR6 8NL	
Country	United Kingdom	
Further Details		
Telephone number	01568 737980	
Non-domestic rateable		
value of premises (£)	20,750	

Secti	on 3 of 21				
APPL	ICATION DETAILS				
In wh	at capacity are you apply	ring for the premises licence?			
	An individual or individu	uals			
\boxtimes	A limited company / lim	ited liability partnership			
	A partnership (other tha	n limited liability)			
	An unincorporated asso	ciation			
	Other (for example a sta	tutory corporation)			
	A recognised club				
	A charity				
	The proprietor of an edu	icational establishment			
	A health service body				
		red under part 2 of the Care Standards Act			
	2000 (c14) in respect of	an independent hospital in Wales			
	A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England				
	The chief officer of police of a police force in England and Wales				
Conf	irm The Following				
\boxtimes	I am carrying on or prop the use of the premises	osing to carry on a business which involves for licensable activities			
	I am making the applica	tion pursuant to a statutory function			
	I am making the applica virtue of Her Majesty's p	tion pursuant to a function discharged by rerogative			
Secti	Section 4 of 21				
NON	INDIVIDUAL APPLICAN	TS			
Provi	ide name and registered nership or other joint ven	address of applicant in full. Where appropriate give any registered number. In the case of a ture (other than a body corporate), give the name and address of each party concerned.			
Non	Individual Applicant's I	Name			
Nam	e	LARC Development Trust			
Deta	ils				
-	stered number (where cable)	1142290			
Desc	ription of applicant (for e	example partnership, company, unincorporated association etc)			

Continued from previous page		
Company limited by guarante	e & Registered Charity	
Address		
Building number or name	Grange Court	
Street	Pinsley Road	
District		
City or town	Leominster	
County or administrative area	Herefordshire	
Postcode	HR6 8NL	
Country	United Kingdom	
Contact Details		
E-mail	finance@grangecourt.org	
Telephone number	01568 737980	
Other telephone number		
* Date of birth		
	aa mm yyyy	
* Nationality	British	Documents that demonstrate entitlement to work in the UK
	Add another applicant	
Section 5 of 21		
OPERATING SCHEDULE		
When do you want the premises licence to start?	01 / 08 / 2019 dd mm yyyy	
If you wish the licence to be valid only for a limited period, when do you want it to end	dd mm yyyy	
Provide a general description o	f the premises	
icensing objectives. Where you	r application includes off-supplies of alco	ny other information which could be relevant to the ohol and you intend to provide a place for nere the place will be and its proximity to the
commencing in 2009 and comp nealth and safety regulations. T nub offering accommodation to	he building is a community heritage cen local businesses and charities. A comm	g underwent substantial refurbishment annexe, all compliant with current accessibility and tre, open to visitors and a community enterprise unity cafe operates in the modern annexe. All s, exhibitions, concerts, etc., by members of the

Continued from previous page		
	trict regulations are in place rega per of people allowed on the prer	rding the number of people able to be accommodated in nises.
If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend		
Section 6 of 21		
PROVISION OF PLAYS		
See guidance on regulated en	tertainment	
Will you be providing plays?		
Yes	○ No	
Standard Days And Timings		
MONDAY		Give timings in 24 hour clock.
Start	10:00 Er	d 23:00 (e.g., 16:00) and only give details for the days
Start	Er	of the week when you intend the premises to be used for the activity.
TUESDAY		
Start	10:00 Er	d 23:00
	Er	
Start		u
WEDNESDAY		
Start	10:00 En	d 23:00
Start	En	d
THURSDAY		
Start	10:00 En	d 23:00
Start	En	d
FRIDAY		
Start	10:00 En	d 23:00
Start	En	
SATURDAY	[]	
Start	10:00 En	
Start	En	d
SUNDAY		
Start	10:00 En	d 23:00
Start	En	d

Continued from pre	vious page		
Will the performan	nce of a play take place indoors	or outdoors or both?	Where taking place in a building or other
C Indoors	Outdoors	Both	structure tick as appropriate. Indoors may include a tent.
	ty to be authorised, if not alread er or not music will be amplified		nt further details, for example (but not
Any performances predominantly insi	will be time limited, taking plac de the building but may occasion	e occasionally within the onally take place in our gi	stated hours. Performances will be ounds.
State any seasonal	variations for performing plays		
For example (but n	ot exclusively) where the activit	y will occur on additiona	days during the summer months.
For example (but n	ot exclusively), where you wish	the activity to go on long	er on a particular day e.g. Christmas Eve.
Section 7 of 21			
PROVISION OF FILE			
	gulated entertainment		
Will you be providing			
YesStandard Days And	○ No		
	a rimings		
MONDAY	Start 10:00	Fr. d 22.00	Give timings in 24 hour clock.
		End 23:00	(e.g., 16:00) and only give details for the days of the week when you intend the premises
	Start	End	to be used for the activity.
TUESDAY	51 1 40 00	[
	Start 10:00	End 23:00	
	Start	End	
WEDNESDA			
	Start 10:00	End 23:00	
	Start	End	

Continued from previou	ıs page		
THURSDAY			
	Start 10:00	End 23:00	
	Start	End	
FRIDAY			
	Start 10:00	End 23:00	
	Start	End	
SATURDAY			
SKIONSKI	Start 10:00	End 23:00	
	Start	End	
CLINIDAY	June		
SUNDAY	Start 10:00	End 23:00	
		End End	
	Start		Where taking place in a building or other
	ilms take place indoors or c		structure tick as appropriate. Indoors may
C Indoors	Outdoors	Both	include a tent.
Any screenings would place predominantly vour grounds.	be time limited and would within the building in the Jo	take place occasionally w hn Abel Room, but very c	vithin the stated hours. Screenings would take occasional outdoor screenings may take place in
	riations for the exhibition of exclusively) where the activ		al days during the summer months.
column on the left, list	t below		of film at different times from those listed in the ager on a particular day e.g. Christmas Eve.
Section 8 of 21			
	OR SPORTING EVENTS		
	lated entertainment		

Continued from prev	vious page		
Will you be providi	ng indoor sporting events?		
C Yes	No		
Section 9 of 21			
PROVISION OF BO	XING OR WRESTLING ENTER	TAINMENTS	
See guidance on re	egulated entertainment		
Will you be providi	ng boxing or wrestling enterta	inments?	
○ Yes	No		
Section 10 of 21			
PROVISION OF LIV	E MUSIC		
See guidance on re	gulated entertainment		
Will you be providir	ng live music?		
Yes	O No		
Standard Days And	d Timings		
MONDAY			
	Start 10:00	Give timings in 24 hour clock. End 23:00 (e.g., 16:00) and only give details for t	he days
	Start	of the week when you intend the prei	mises
THECDAY	Start	End to be used for the activity.	
TUESDAY			
	Start 10:00	End 23:00	
	Start	End	
WEDNESDA	ΑY		
	Start 10:00	End 23:00	
	Start	End	
THURSDAY			
	Start 10:00	End 23:00	
	Start	End	
FRIDAY			
THEAT	Start 10:00	Fnd 22.00	
		End 23:00	
	Start	End	1
SATURDAY			
	Start 10:00	End 23:00	
	Start	End	

Continued from previo	us page			
SUNDAY				
	Start 10:00	End	23:00	
	Start	End		
Will the performance	of live music take place in		or both?	Where taking place in a building or other
O Indoors	Outdoors	Both	n.	structure tick as appropriate. Indoors may include a tent.
	to be authorised, if not alr or not music will be ampli			urther details, for example (but not
fund raising concerts,	, instrumental and choral o d in the John Abel Room o	concerts, family an	d community	vithin the stated hours, for example: v events with music. Indoor events would be g but there may be occasional events held
State any seasonal va	riations for the performan	nce of live music		
			a dditi a a al da	
roi example (but not	exclusively) where the ac	tivity will occur on	additional da	ays during the summer months.
in the column on the	left, list below			f live music at different times from those listed
Section 11 of 21 PROVISION OF RECO	DDED MUSIC			
See guidance on regu				
Will you be providing				
• Yes	O No			
Standard Days And T				
	illings			
MONDAY	s l		20.00	Give timings in 24 hour clock.
	Start 10:00	End	23:00	(e.g., 16:00) and only give details for the days of the week when you intend the premises
	Start	End		to be used for the activity.
TUESDAY				
	Start 10:00	End	23:00	
	Start	End		

Continued from previous	page						
WEDNESDAY							
	Start 10:00	End	23:00				
	Start	End					
THURSDAY							
	Start 10:00	End	23:00				
	Start	End					
FRIDAY							
	Start 10:00	End	23:00				
	Start	End					
SATURDAY	-						
	Start 10:00	End	23:00				
	Start	End]			
SUNDAY				_			
	Start 10:00	End	23:00	1			
	Start	End		j			
Will the playing of record	ded music take place ir	ndoors or outdoors	or both?			a building or o	
C Indoors	Outdoors	Both		structure ti include a te		priate. Indoors	s may
State type of activity to b exclusively) whether or n				further detail	s, for examp	ole (but not	
Recorded music may be p basis recorded music will events.							
State any seasonal variati	ions for playing record	led music					
For example (but not exc			dditional da	ays during th	e summer n	nonths.	
Non-standard timings. W in the column on the left,		be used for the pla	ying of reco	rded music a	t different ti	imes from tho	se listed
For example (but not exc	lusively), where you w	ish the activity to go	on longer	on a particul	ar day e.g. C	hristmas Eve.	

Continued from previous	page		
Section 12 of 21			
PROVISION OF PERFO	RMANCES OF DANCE		
See guidance on regula	ited entertainment		
Will you be providing p	erformances of dance?		
Yes	○ No		
Standard Days And Ti	mings		
MONDAY			Give timings in 24 hour clock.
	Start 10:00	End 23:00	(e.g., 16:00) and only give details for the days
	Start	End	of the week when you intend the premises to be used for the activity.
TUESDAY			
	Start 10:00	End 23:00]
	Start	End	
WEDNESDAY			
	Start 10:00	End 23:00	
	Start	End	
THURSDAY			
	Start 10:00	End 23:00	
	Start	End	
FRIDAY			
	Start 10:00	End 23:00	
	Start	End	
SATURDAY			
	Start 10:00	End 23:00	
	Start	End	
SUNDAY			
	Start 10:00	End 23:00	
	Start	End	
Will the performance of	f dance take place indoors or	outdoors or both?	Where taking place in a building or other structure tick as appropriate. Indoors may
O Indoors	Outdoors	○ Both	include a tent.
exclusively) whether o	r not music will be amplified o	or unamplified.	further details, for example (but not
Dance performances, coccasional basis within	lance workshops, demonstrat the stated hours.	tions and tea dances will k	oe time limited and take place on an

	evious page	
State any seasona	l variations for the performa	nce of dance
For example (but	not exclusively) where the ac	ctivity will occur on additional days during the summer months.
the column on the	e left, list below	I be used for the performance of dance at different times from those listed in
	- Tot exclusively, where you w	rish the activity to go on longer on a particular day e.g. Christmas Eve.
Section 13 of 21		
	YTHING OF A SIMILAR DES	CRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF
	gulated entertainment ng anything similar to live m ance?	usic, recorded music or
Yes	C No	
Yestandard Days An		
itandard Days An		Give timings in 24 hour clock. End 23:00 (e.g., 16:00) and only give details for the days
itandard Days An	d Timings	End 23:00 (e.g., 16:00) and only give details for the days of the week when you intend the premises
itandard Days An	d Timings Start 10:00	End 23:00 (e.g., 16:00) and only give details for the days
itandard Days An	d Timings Start 10:00	End 23:00 (e.g., 16:00) and only give details for the days
itandard Days An	d Timings Start 10:00 Start	End 23:00 (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
itandard Days An	Start 10:00 Start 10:00 Start 10:00 Start 10:00	End 23:00 (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity. End 23:00
MONDAY TUESDAY	Start 10:00 Start 10:00 Start 10:00 Start 10:00	End 23:00 (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity. End 23:00
MONDAY TUESDAY	Start 10:00 Start 10:00 Start 10:00 Start 10:00	End 23:00 (e.g., 16:00) and only give details for the day of the week when you intend the premises to be used for the activity. End 23:00 End 23:00 End 23:00
MONDAY TUESDAY	Start 10:00 Start 10:00 Start 10:00 Start 10:00 Start 10:00	End 23:00 (e.g., 16:00) and only give details for the day of the week when you intend the premises to be used for the activity. End 23:00 End 23:00 End 23:00
MONDAY TUESDAY WEDNESDA	Start 10:00 Start 10:00 Start 10:00 Start 10:00 Start 10:00	End 23:00 (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity. End 23:00 End 23:00 End 23:00

LATE NIGHT REFRESH	MENT		
Section 14 of 21			
For example (but not ε	exclusively), where you wish	n the activity to go on lo	nger on a particular day e.g. Christmas Eve.
Non-standard timings. on the left, list below	Where the premises will be	e used for entertainmen	at at different times from those listed in the column
For example (but not e	exclusively) where the activ	ity will occur on additio	nal days during the summer months.
	iations for entertainment		
	or not music will be amplifie casional and time limited w		Any music may on occasion be amplified.
			include a tent. vant further details, for example (but not
	t take place indoors or out		Where taking place in a building or other structure tick as appropriate. Indoors may
	T. Mariana, poetry redui	2001 y coning, 100	
	he type of entertainment the		od and drink festivals, wedding fayres.
	Start	End	
	Start 10:00	End 23:00	
SUNDAY	Start		
	Start 10:00	End 23:00	
SATURDAY	Start 10:00	End 22.00	
	Start	End	
	Start 10:00	End 23:00	
FRIDAT			
FRIDAY			

Continued from previou	ıs page		
Will you be providing	late night refreshment?		
O Yes	No		
Section 15 of 21			
SUPPLY OF ALCOHOL			
Will you be selling or s	supplying alcohol?		
Yes	C No		
Standard Days And T	imings		
MONDAY			Give timings in 24 hour clock.
	Start 10:00	End 23:00	(e.g., 16:00) and only give details for the days
	Start	End	of the week when you intend the premises to be used for the activity.
TUESDAY			
1020	Start 10:00	End 23:00	
	Start	End	
WEDNESDAY			
	Start 10:00	End 23:00	
	Start	End	
THURSDAY			
	Start 10:00	End 23:00	
	Start	End	
FRIDAY			
	Start 10:00	End 23:00	7
	Start	End	
SATURDAY			_
SATURDAT	Start 10:00	Fr. d. 22.00	7
	Start 10:00	End 23:00	
	Start	End	1
SUNDAY			2
	Start 10:00	End 23:00	1
	Start	End	
Will the sale of alcohol I	be for consumption:		If the sale of alcohol is for consumption on
On the premises	Off the premises	Both	the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.
State any seasonal varia	itions		

For example (but not exclusively) where the activity will occur on additional days during the summer months.

The provision of alcohol will only be on an occasional basis in connection with specific room/premises hire, at our own or community/business events or for sale in the community cafe area. Stocks of alcohol will be obtained only in connection with each event and will be appropriate to the numbers of people involved.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Russell

Family name

Sutcliffe

Date of birth

dd mm yyyy

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

Electronically, by the proposed designated premises supervisor

Harrow

Continued from previ	ious page		
As an attachm	ent to this application		
Reference number f form (if known)	or consent		If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.
Section 16 of 21		*	reference.
ADULT ENTERTAIN	MENT		
Highlight any adult premises that may g	entertainment or services, a give rise to concern in respe	activities, or other entertainme ct of children	ent or matters ancillary to the use of the
rise to concern in res	spect of children, regardless	ccur at the premises or ancilla s of whether you intend childr s for restricted age groups etc	ry to the use of the premises which may give en to have access to the premises, for example gambling machines etc.
Not applicable			
Section 17 of 21			
HOURS PREMISES A	RE OPEN TO THE PUBLIC		
Standard Days And	Timings		
MONDAY			NEW TOTAL STATE OF THE STATE OF
	Start 10:00	End 16:00	Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days
	Start	End	of the week when you intend the premises
TUESDAY			to be used for the activity.
TOLSDAT	Start 10:00	F. J. 16.00	1
		End 16:00	
	Start	End	
WEDNESDAY			
	Start 10:00	End 16:00	
	Start	End	
THURSDAY			
	Start 10:00	End 16:00	
	Start	End	
FRIDAY			
,,,,,	Start 10:00	End 16:00	
	Start		
	Start	End	
SATURDAY			
	Start 10:00	End 16:00	
	Start	End	

Continued from previous page
SUNDAY
Start 10:00 End 16:00
Start End
State any seasonal variations
For example (but not exclusively) where the activity will occur on additional days during the summer months.
The premises are closed to the public on Saturdays during the months of January and February. The building is closed to the public for the Christmas and New Year period.
Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
When there are special events such as those listed under A to I, members of the public may be admitted if appropriate
outside the usual opening hours and days.
Section 18 of 21
LICENSING OBJECTIVES
Describe the steps you intend to take to promote the four licensing objectives:
a) General – all four licensing objectives (b,c,d,e)
List here steps you will take to promote all four licensing objectives together.
In addition to the member of the Board of Trustees who is applying to act as Designated Premises Supervisor, another member of our Board of Trustees hold BIIAB Level 2 Certification. Training will be given to all staff on duty during events to ensure that we comply with licensing objectives.
b) The prevention of crime and disorder
Supervision of our premises and grounds will be ensured using suitably trained personnel. We will closely with the local police officers. Any stock of alcohol obtained in advance of an event will be stored in a secure area. Staff will be trained in the use of Challenge 25 scheme.
c) Public safety
We have undertaken a full risk assessment of the premises in relation to the licensing objectives. In addition, individual risk assessments for specific events will be required as appropriate both by ourselves and third parties hiring the building.
d) The prevention of public nuisance
Respect for our neighbours and local residents is a top priority and their needs will always be carefully considered. We not all immediate neighbours of events which take place outside our usual public opening hours and seek to ensure that these are held without causing nuisance. We are mindful of our responsibility to adequately supervise events and the levels of

alcohol consumption.

e) The protection of children from harm

We are acutely aware of our responsibility for the safeguarding of children. Open communication is encouraged and a safeguarding policy is in place. All event organisers as well as our own staff will be made aware of their responsibilities to safeguard children and young people, including with regard to the legal alcohol purchasing regulations.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

does not have the right to live and work in the UK; or

• is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is A British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport
 as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay
 indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, when produced in combination with an
 official document giving the person's permanent National Insurance number and their name issued by a
 Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK
 with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or
 reasonable evidence that the person has an appeal or administrative review pending on an immigration
 decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but
 who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in
 the UK including:-
 - evidence of the applicant's own identity such as a passport,
 - evidence of their relationship with the European Economic Area family member e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific regulated entertainments please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee.

Band D - £87001 to £125000 £900,00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college. If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time.

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

DECLARATION

Continued from	previous page
-----------------------	---------------

- * I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.
- [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I
 understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I
 am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my
 licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).
- The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)
- ☐ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date

Martin Hereward Baines

Chair of Trustees

16 / 07 / 2019

dd mm yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to https://www.gov.uk/apply-for-a-licence/premises-licence/herefordshire/apply-1 to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

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

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

OFFICE USE ONLY												
Applicant reference number												
Fee paid												
Payment provider reference												
ELMS Payment Reference												
Payment status												
Payment authorisation code												
Payment authorisation date												
Date and time submitted												
Approval deadline												
Error message												
ls Digitally signed												
1 2 3 4	<u>5</u> <u>6</u>	<u>7</u> <u>8</u>	9	<u>10 11</u>	12 1	<u>13</u> <u>14</u>	<u>15</u>	<u>16</u> <u>17</u>	<u>18</u>	<u>19 20</u>	21	Next >

Consent of individual to being specified as premises supervisor

Russell David Sutcliffe	
[full name of prospective prem	ises supervisor]
of	
[home address of prospective premis	es supervisor]
hereby confirm that I give my supervisor in relation to the app	consent to be specified as the designated premises
Grange Court	
[type of application]	
by	
Russell Sutcliffe	
[name of applicant]	
relating to a premises licence	[number of existing licence, if any]
for	
Grange Court, Pinsley Road I	LEOMINSTER, Herefordshire HR6 8NL
[name and address of premises to wh	nich the application relates]

and any premises lice by	nce to be granted or varied in respect of this application made
[name of applicant]	
concerning the supply	of alcohol at
	¥
[name and address of prem	ises to which application relates]
I also confirm that I am intend to apply for or below.	n entitled to work in the United Kingdom and am applying for, currently hold a personal licence, details of which I set out
Personal licence number	er
200000000000000000000000000000000000000	
[insert personal licence numl	
Personal licence issuing Harrow	authority
[insert name and address and	d telephone number of personal licence issuing authority, if any]
Signed	
Name (please print)	R D Sutcliffe
Date	18 th April 2019







MEMORANDUM

To : LICENSING OFFICER

From : ENVIRONMENTAL HEALTH OFFICER

Tel : **01432 261761** My Ref : **ATR/288569/**

Date : 14 August 2019 Your Ref :

LICENSING ACT 2003 APPLICATION FOR NEW OR VARIATION OF PREMISES LICENCE Grange Court Grange Court, The Grange, Leominster, Herefordshire, HR6 8NL

Having assessed the above application, I would like to make the following representation:

Representation	Industry Guidance
PREVENTION OF CRIME & DISORDER	
	N/A
PUBLIC SAFETY	
	N/A
PREVENTION OF PUBLIC NUISANCE Please see my representation to the earlier consultation ,dated 30/7/19,	
i.e. I request these additional conditions -	
Noise or vibration shall not emanate from the premises so as to cause a nuisance.	
The Premises Licence Holder or DPS must immediately comply with any request to adjust noise levels/ frequency spectra made by an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or the Police.	
These still remain appropriate. I understand that the applicant has agreed with their inclusion. It might be helpful to confirm that this is still the case	
PROTECTION OF CHILDREN FROM HARM	N/A

REFERENCES

Please Reference the industry guidance from which your representation has been sourced.

ENVIRONMENTAL HEALTH OFFICER HEREFORDSHIRE COUNCIL

Appendix 3

Dear Mr Baines

As an authorised body under the Licensing Act 2003, Herefordshire Council Environmental Health and Trading Standards have received details of your application for a premises licence for Grange Court, Pinsley Road, Leominster, Herefordshire HR6 8NL.

Trading Standards have the responsibility for enforcing the Licensing Act 2003 in respect of sales of alcohol to anyone under the age of eighteen.

After looking at your application under the section protection of children from harm we would seek to include the following conditions on the premises licence in addition to those already specified on the application:

- 1. All permanent staff engaged in the sale of alcohol to be trained in responsible alcohol retailing to the minimum standard of BIIAB level 1 or any equivalent training course within 1 month of commencing employment at the premises. Where there are existing staff this training shall be completed within 3 months of the date that this condition first appears on the licence. No person shall be authorised to sell or supply alcohol until this training is completed. Refresher training will be conducted at 12 monthly intervals. All temporary staff must be trained before an event takes place or have undertaken the training within 12 months prior to any event taking place. Training records shall be kept on the premises and produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Herefordshire Council on demand.
- 2. A written or electronic register of refusals will be kept including a description of the people who have been unable to provide required identification to prove their age. Such records shall be kept for a period of 12 months. It will be collected and reviewed on a weekly basis by the Designated Premises Supervisor and produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Herefordshire Council on demand.
- 3. The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of the Police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of Herefordshire Council. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least one location behind any sale area advertising the scheme operated.

Please reply email if you agree to these conditions.

Kind regards

Principal Trading Standards Officer Herefordshire Council 01432 260012

"Any opinion expressed in this e-mail or any attached files are those of the individual and not necessarily those of Herefordshire Council, Herefordshire Clinical Commissioning Group (HCCG), Wye Valley NHS Trust or 2gether NHS Foundation Trust. You should be aware that Herefordshire Council, Herefordshire Clinical Commissioning Group (HCCG), Wye Valley NHS Trust & 2gether NHS Foundation Trust monitors its email service. This e-mail and any attached files are confidential and intended solely for the use of the addressee. This communication may contain material protected by law from being passed on. If you are not the intended recipient and have received this e-mail in error, you are advised that any use, dissemination, forwarding, printing or copying of this e-mail is strictly prohibited. If you have received this e-mail in error please contact the sender immediately and destroy all copies of it."

NOT PROTECTIVELY MARKED

West Mercia Police are in receipt of an application for a new premises licence in the name of **Grange Court, The Grange, Leominster.** The application is for the licensable activities of the sale/supply of alcohol and regulated entertainment. The applicant seeks to specify the designated premises supervisor as Russell Sutcliffe.

West Mercia Police do not object to this application.

The applicant has put forward a number of statements to promote the licensing objectives. None of these statements are conditions that can be enforced.

The location is within an area covered by a local authority Public Spaces Protection Order - in place to control the possession/consumption of alcohol due to the level of alcohol related disorder. This has not been recognised as part of the application. Part of the plan provided includes areas covered by this order. There is no indication that any dispensation has or is being sought to cover this matter.

West Mercia Police has the following representations to promote the licensing objectives. These are based on the history of the area and with the need to promote the licensing objectives in an enforceable, achievable and proportionate manner.

- 1. An incident log must be kept at the premises. Incident log records will be retained for a period of 12 months from the date it occurred. It will made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), an authorised Herefordshire Trading Standards Officer or the Police, which must record the following:
 - (a) all crimes (relevant to the licensing objectives) reported to the venue
 - (b) any complaints (relevant to the licensing objectives) received
 - (c) any faults in the CCTV system or searching equipment or scanning equipment
 - (d) any refusal of the sale of alcohol
 - (e) any visit by a relevant authority or emergency service
- 2. All staff engaged in the sale of alcohol to be trained in Responsible Alcohol Retailing to the minimum standard of BIIAB level 1 or any other training recognised as equivalent. (All existing staff shall be trained within one month of the date that this condition appears on this licence. All new staff shall be trained within one month of taking up employment. All staff shall be re-trained twelve monthly thereafter. Training records shall be kept on the premises which shall show the name of the training course attended, the date of the training, the name of the person undertaking the training and shall be produced to the police, an authorised Herefordshire Trading Standards Officer or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) on demand
- 3. The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of an authorised person' (as defined by Section 13 of the Licensing Act 2003), an authorised Herefordshire Trading Standards Officer or the police. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least one location behind any serving counter advertising the scheme operated.

These are the minimum conditions West Mercia Police would wish to see applied to any premises licence granted to this location.

HEREFORDSHIRE COUNCIL Licensing Act 2003

REPRESENTATION FORM – INTERESTED PARTIES

On making your representation please have regard to the 'Making Representations Guidance Notes' which further explains the process and the information that can be considered by the licensing authority.

When completing this form please print clearly and legibly.

Please return this form, and any additional information within the statutory period to:
The Licensing Section,
Herefordshire Council,
8 St Owen Street,
Hereford,
HR1 2PJ
licensing@herefordshire.gov.uk

Your Name:	Contact Telephone No.
Address:	E-mail address:
	Please state your interest in the premises you are making a representation about: eg
	AS A NEIGHBOOR
Name & Address of premises you are male	king a representation about:
GRANGE COURT, PINSLEY R	OAN LEOMINSTER
GRANGE COURT, PINSLEY RO HEREFORNSHIRE	HR68N6

DATA PROTECTION ACT 1998. Please indicate by ticking here if you are not content for your personal details to be circulated as necessary prior to any hearing.

A representation must reflect one or more of the licensing objectives, therefore please write the details of your representation in the relevant boxes below:

To Prevent Crim	ne & Disorder
1. REAL	LACK OF SECURITY - ONLY AN ALARM THAT OFTEN FAND MANY TIMES NOT ATTENDED, ALLOWING TO AUTO
D = == = = = = = = = = = = = = = = = =	= A.D. MANYTIMES NOTATENDED ALLOWALETA AUTO
GOES OF	TIND FINE THE TOOL THE THE THE
2 ADEA	(GRANGE COORT) PLAGUE) WITH DRUGS + ALCOHOLICS AT NIGH
Public Safety	CIKAMES COOK JULIEUS, MILLI JEDES THEOMOGICS AIR WILL
. abilo outoty	
	GH NO PROBLEM AT PRESENT, IS IN A JERY RESIDENTIAL
AREA - ALCE	SHOL SHOULD NOT BE PRESENT A) HOC.
	NEXT DOOR TO CRANGE END MICHAU RE A NULLANCE WHEN
Leet (RIGHT	NEXT DOOR TO ERANGE END Y. CAN BE A NULLANCE WHEN
PEOPLE	GATHER WITHOUT ALCOHOL.
To Protect Child	

Signed: Date: 4+L SEPTEMBER 2019.

ELI REPRE - 1 Representation Form - Interested Parties

If you have any queries about this form or are unsure of when the statutory period ends please contact the Licensing Helpline on 01432 261761

PLEASE SEE ACCOMPANY, NO LETTER.



Representation Form – Interested Parties Suggested Conditions

Premise: GRANGE COLD. Your name:
It would help us with this application if you could suggest conditions you would be happy for the premise to operate under to rectify the problems you are experiencing.
All suggested conditions shall be considered in line with the Herefordshire Council Licensing Policy, the Licensing Act 2003 and the Licensing Objectives.
To Prevent Crime and Disorder
NO ALCOHOL STORED ON PREMISE, AND TEMPORARY
LICENSE WHEN NEEDED TO DETER THE THOUGHT THAT ALCOHOL WAS PRESENT.
ALCOHOL WAS PRESENT.
Public Safety
Prevent Public Nuisance
ALCOHOL SHOULD ONLY BE CONSUMED INSIDE PREMISES.
ALCOHOL SHOULD ONLY BE CONSUMED INSIDE PREMISES. NOT ON INNER GARDEN, AND IN FRONT OF GRANGE COURT.
Protect Children from Harm
Signed:
Date: 4th SEPT 2019 If you have any queries about this form or are unsure of when the statutory period ends places contact the

of when the statutory period ends please contact the

Licensing Helpline on 01432 261761

Wednesday, 04 September 2019 Licensing Section Herefordshire Council 8 St Owen Street Hereford HR1 2PJ

Dear Sirs

Maylfirst state that there was NO listing of this application on the licensing website until yesterday. I had to ring up on Monday to raise this point, so full details were not visible. To fully explain my objections re the licensing of Grange Court I will explain further. Grange Court has habitually been a nuisance many times a month, alarm going off and not attended just allowed to run and invariably goes off again. I have had cause only 2 weeks ago to ring Police.

There are no perimeter deterrents and it has been common to see people scale the wall onto the building smashing tiles etc.

The fact that alcohol will be stored on the premises will only add to the nuisance I am certain. The area of Grange Court has been used for drug dealing and many times there is a gathering of alcohol fuelled youngsters making a noise either just on the seating area adjacent or under the light on Grange court, listening to loud music and making a noise etc, without any interference to their activities.

I live next door to Grange court, their inner garden is feet away from my back door and noise can and is a nuisance at times when guests are using it. But these hours have been within what I would call 'acceptable'. The hours the license covers puts that way beyond the acceptable.

This is a an established residential area and we have all accepted the change to Grange Court but a promise was made at the last meeting by the head of LARC that **NO alcohol license** would be sought. This was a important part of the sale pitch because of the nearness to houses. It also directly competes with other establishments- but a one off license for very special events [as a wedding]with alcohol only consumed <u>inside</u> and also NOT stored on the premises would be totally acceptable.

I trust this matter will be considered as I believe that a nuisance will be caused, above and beyond what we the neighbours have to put up with at present

