

Agenda

Licensing Sub-Committee

Date: **Friday 21 June 2024**

Time: **10.00 am**

Place: **Online meeting**

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

For any further information please contact:

Matthew Evans

Tel: 01432383690

Email: matthew.evans@herefordshire.gov.uk

If you would like help to understand this document, or would like it in another format, please call Matthew Evans on 01432383690 or e-mail matthew.evans@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Licensing Sub-Committee

Membership

Councillor Polly Andrews (Chairperson)
Councillor Dave Davies
Councillor Peter Hamblin

Agenda

PUBLIC INFORMATION

THE NOLAN PRINCIPLES

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 interest in respect of items on the agenda.

4. EXCLUSION OF PUBLIC AND PRESS

In the opinion of the Proper Officer, the following items (agenda item 5, 6 and 7) will not be, or are likely not to be, open to the public and press at the time they are considered.

RECOMMENDATION: that under section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12(A) of the Act, as indicated below and it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

1 Information relating to any individual.

7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

RECOMMENDATION: that under Regulation 14(2) of the Licensing Act 2003 (Hearings) Regulations 2005, the public be excluded from the meeting as it is considered that the public interest in doing so outweighs the public interest in the hearing, or that part of the hearing, taking place in public.

5. REVIEW OF A PREMISES LICENCE IN RESPECT OF: RUBY CHINESE TAKEAWAY, 23 UNION STREET, HEREFORD, HR1 2BT CALLED BY WEST MERCIA POLICE - LICENSING ACT 2003

To consider an application for a review of a premise licence in respect of The Ruby Takeaway, 23 Union Street, Hereford. HR1 2BT called by West Mercia Police under the Licensing Act 2003.

Pages

11 - 42

- | | | |
|----|---|-----------|
| 6. | REVIEW OF A PREMISES LICENCE IN RESPECT OF: INN AT BROMYARD, 19-21 HIGH STREET, BROMYARD, HR7 4AA CALLED BY WEST MERCIA POLICE- LICENSING ACT 2003 | 43 - 76 |
| | To consider an application for a review of a premise licence in respect of The Inn at Bromyard, 19-21 High Street, Bromyard, HR7 4AA called by West Mercia Police under the Licensing Act 2003. | |
| 7. | APPLICATION TO BE THE DESIGNATED PREMISES SUPERVISOR ON THE PREMISES LICENCE IN RESPECT OF PRINCE OF WALES, WALFORD ROAD, ROSS-ON-WYE, HR9 5AP - LICENSING ACT 2003 | 77 - 118 |
| | To consider an application to be the Designated Premises Supervisor (DPS) on the premises licence in respect of The Prince of Wales, Walford Road, Ross-on-Wye, HR9 5AP under the Licensing Act 2003. | |
| 8. | APPLICATION TO GRANT A PREMISES LICENCE IN RESPECT OF PARKFIELDS, PONTSHILL, ROSS-ON-WYE, HR9 5TH - LICENSING ACT 2003 | 119 - 194 |
| | To consider an application for a grant of a premises licence in respect of Parkfields, Pontshill, Ross-on-Wye, HR9 5TH under the Licensing Act 2003. | |

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 a 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.

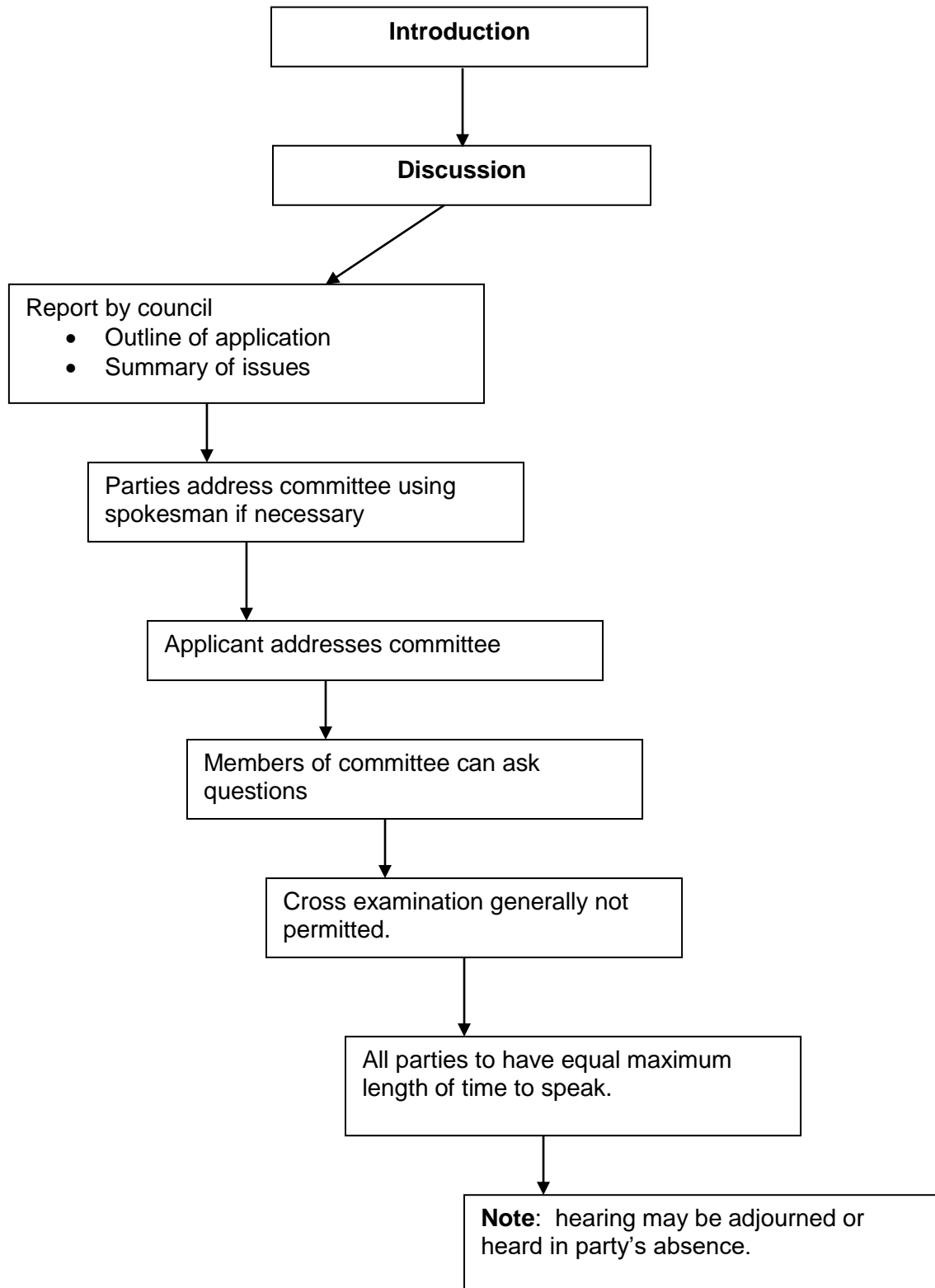
Please also note that other attendees are permitted to film, photograph and record our public meetings provided that it does not disrupt the business of the meeting.

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.

Licensing Hearing Flowchart



**The Seven Principles of Public Life
(Nolan Principles)**

1. Selflessness

Holders of public office should act solely in terms of the public interest.

2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty

Holders of public office should be truthful.

7. Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

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Application to Grant a Premises Licence in respect of Parkfields, Pontshill, Ross-on-Wye. HR9 5TH – Licensing Act 2003

Meeting: Licensing sub-committee

Meeting date: Friday 21 June at 10:00am

Report by: Senior Licensing Technical Officer

Classification

Open

Decision type

This is not an executive decision

Wards affected

Penyard

Purpose

To consider an application for a grant of a premises licence in respect of Parkfields, Pontshill, Ross-on-Wye. HR9 5TH under the Licensing Act 2003.

Recommendation(s)

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:

- a) The steps that are appropriate to promote the licensing objectives,
- b) The representations (including supporting information) presented by all parties,
- c) The guidance issued to local authorities under Section 182 of the Licensing Act 2003, and
- d) The Herefordshire Council Statement of Licensing Policy 2020 – 2025.

Reasons for Recommendations

Ensures compliance with the Licensing Act 2003

Alternative 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 refuse the application

Key considerations

Licence Application

2. The application for the grant of a premises licence has received relevant representations and is therefore brought before the sub-committee for determination.
3. Herefordshire Council Statement of Licensing Policy 2020 to 2025 states “All representation must be ‘relevant’ in that the representation relates to one or more of the licensing objectives, for example they must be about the likely effect of the grant of the application”. This followed paragraph 8.13 in the s182 Guidance which uses the same wording.
4. The details of the application are:

| | | |
|-------------------------------|--|--|
| Applicant | Chelsea Parkfields LTD | |
| Agent | Not applicable | |
| Type of application: Grant | Date received: 7 May 2024 28 day consultation started: 8 May 2024 | 28 Days consultation ended: 4 June 2024 |

Summary of Application

The application can be found at Appendix 1 and states:

Live Music (Indoors/Outdoors)
Monday – Sunday 18:00 – 24:00

Late Night Refreshment (Indoors/Outdoors)
Monday – Sunday 23:00 – 01:00

Sale/Supply of Alcohol (consumption on the premises)
Monday – Sunday 12:00 – 02:00

On 23 June 2024, the licensing authority received written confirmation from the applicant to amend their licensable hours. This can be found at Appendix 2 and the amended hours are as follows

Sale/Supply of alcohol Monday – Sunday 12:00 - 24:00
Late Night Refreshment No Change
Live Music Monday – Sunday 18:00 – 23:00

NB: Under the Live Music Act 2012 (as amended), an alcohol licenced premises can have live and/or recorded music from 08:00 – 23:00 for up to 500 people, without the need for these activities to be on a premises licence

Late Night Refreshment is only a licensable activity between Monday – Sunday 23:00 – 05:00

Summary of Representations

5. One (1) representation requesting conditions was received from Herefordshire Council Trading Standards who act as a responsible authority. The conditions were agreed with the applicant (appendix 3). No further representations from the responsible authorities (which include West Mercia Police and Environmental Protection – who deal with noise nuisance) were received.
6. Fourteen (14) relevant representation have been received from members of the public that the licensing authority have accepted as being relevant. These can be found at Appendix 4.
7. Six (6) public representations were received from members of the public during the consultation period but were rejected as not being relevant. These will remain on file.

History

8. Parkfields previously held a premises licence from December 2005 to November 2021 when the licence was surrendered by the previous owner.
9. This licence allowed for the supply of alcohol and late night refreshment until midnight.
10. In 2023, the premises held two (2) Temporary Event Notices (TENs) for corporate events with a maximum of 28 people between the hours of 17:00 – 24:00 for sale/supply of alcohol.

11. So far in 2024, 8 (eight) TENs have been submitted and accepted by the Licensing Authority. These were for corporate events with a maximum of 28 people between the hours of 17:00 – 01:00 for sale/supply of alcohol and on occasions regulated entertainment.

NB: Only the Police or Environmental Health can object to a Temporary Event Notice if they consider it will lead to crime and disorder, public nuisance, or a threat to public safety or if there is a risk that children will be harmed.

12. The Licensing Department is not aware of any complaints being received when the premises had their previous licence or when they have had authorised licensable activities under their temporary event notices.

Community impact

13. Any decision may have an impact on the local community.

Environmental Impact

14. This report is in relation to a premises license under the Licensing Act 2003 and as such there are minimal environmental impacts for the council.

Equality duty

15. Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to –

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
16. There are no equality issues in relation to the content of this report.
 17. 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.
 18. 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.

Resource implications

19. This report is in relation to a premises license under the Licensing Act 2003 and as such there are minimal resource implications for the council.

Financial implications

20. There are unlikely to be any financial implications for the council as licensing authority at this time.

Legal implications

21. 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.
22. 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.
23. 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.
24. 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: -
25. 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.
26. 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.
27. 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'.

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

Right of Appeal

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

Schedule 5 Part 1

Rejection of applications relating to premises licences

1 Where a licensing authority—

- (a) rejects an application for a premises licence under section 18,
- (b) rejects (in whole or in part) an application to vary a premises licence under section 35,
- (c) rejects an application to vary a premises licence to specify an individual as the premises supervisor under section 39, or
- (d) rejects an application to transfer a premises licence under section 44,

the applicant may appeal against the decision.

Decision to grant premises licence or impose conditions etc.

2(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.

30. 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

31. 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 21 days of being notified of the decision in writing.

Consultees

32. All responsible authorities and members of the public living within Herefordshire have been consulted
33. Due to accessibility issues with the application to our website, the application was not displayed on our website for the full 28day period as per the regulations. The matter was rectified as soon as practicably possible. The regulations are silent on the consequence when this occurs. The applicant adhered to the advertising regulations and advertised once in the local newspaper and for the full 28 day consultation period on pale blue paper on and around the premises

Appendices

- Appendix 1 – Application Form
- Appendix 2 – Amended Licensable Hours Request
- Appendix 3 – Trading Standards Representation
- Appendix 4 – Public Representations

Background papers

None Identified

Please include a glossary of terms, abbreviations and acronyms used in this report.

TEN – TEMPORARY EVENT NOTICE

* required information

Section 1 of 21

You can save the form at any 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

Chelsea Parkfields

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 behalf of the applicant?

- Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

Name

First name

Family name

Contact Details

E-mail

Telephone number

Fax number

Other telephone number

- Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House?

- Yes No

Is the applicant's business registered outside the UK?

- Yes No

Continued from previous page...

Commercial register

Registration number

Business name

If the applicant's business is registered, use its registered name.

VAT number -

Put "none" if the applicant is not registered for VAT.

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

User Profile

Name

First name

Family name

Continued from previous page...

Contact Details

| | |
|------------------------|--|
| E-mail | <input type="text" value="gm@chelsea-parkfields.com"/> |
| Telephone number | <input type="text"/> |
| Fax number | <input type="text"/> |
| Other telephone number | <input type="text"/> |

Indicate here if you would prefer not to be contacted by telephone

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

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.

Your Business

| | | |
|---|--------------------------------------|-------------------------------------|
| Is your business registered in the UK with Companies House? | <input checked="" type="radio"/> Yes | <input type="radio"/> No |
| Is your business registered outside the UK? | <input type="radio"/> Yes | <input checked="" type="radio"/> No |

| | |
|-------------------------------|--|
| Commercial register | <input type="text"/> |
| Registration number | <input type="text" value="15109880"/> |
| Business name | <input type="text" value="Chelsea Parkfields LTD"/> |
| VAT number | <input type="text" value="GB"/> <input type="text" value="452 5640 96"/> |
| Legal status | <input type="text" value="Private Limited Company"/> |
| Your position in the business | <input type="text" value="General Manager"/> |
| Home country | <input type="text" value="United Kingdom"/> |

The entity with which your business is registered, for example "Amsterdam Chamber of Commerce".

If your business is registered, use its registered name.

Put "none" if you are not registered for VAT.

The country where the headquarters of your business is located.

Continued from previous page...

Address

| | |
|-------------------------------|-----------------------|
| Building number or name | 118 -119 Newton House |
| Street | |
| District | Piccadilly |
| City or town | London |
| County or administrative area | |
| Postcode | W1J 7NW |
| Country | United Kingdom |

Address

| | |
|-------------------------------|----------------|
| Building number or name | |
| Street | |
| District | |
| City or town | |
| County or administrative area | |
| Postcode | |
| Country | United Kingdom |

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Continued from previous page...

Address

| | |
|-------------------------------|---|
| Building number or name | <input type="text" value="Parkfields"/> |
| Street | <input type="text"/> |
| District | <input type="text" value="Pontshill"/> |
| City or town | <input type="text" value="Ross-on-Wye"/> |
| County or administrative area | <input type="text" value="Herefordshire"/> |
| Postcode | <input type="text" value="HR9 5TH"/> |
| Country | <input type="text" value="United Kingdom"/> |

Contact Details

| | |
|---|-------------------------------------|
| E-mail | <input type="text"/> |
| Telephone number | <input type="text"/> |
| Fax number | <input type="text"/> |
| Other telephone number | <input type="text"/> |
| Non-domestic rateable value of premises (£) | <input type="text" value="17,500"/> |

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered 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

Confirm The Following

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

Section 4 of 21

INDIVIDUAL APPLICANT DETAILS

Name

Is the name the same as (or similar to) the details given in section one?

- Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes No

Continued from previous page...

Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

E-mail

Telephone number

Other telephone number

Date of birth / /
dd mm yyyy

Nationality

Right to work share code

[Documents that demonstrate entitlement to work in the UK](#)
[Right to work share code if not submitting scanned documents](#)

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Address

| | |
|-------------------------------|-----------------------|
| Building number or name | 118 -119 Newton House |
| Street | |
| District | Piccadilly |
| City or town | London |
| County or administrative area | |
| Postcode | W1J 7NW |
| Country | United Kingdom |

Contact Details

| | |
|------------------------|--|
| E-mail | gm@chelsea-parkfields.com |
| Telephone number | |
| Fax number | |
| Other telephone number | |
| Date of birth | <input type="text"/> / <input type="text"/> / <input type="text"/> dd mm yyyy |
| Nationality | British |

[Documents that demonstrate entitlement to work in the UK](#)

Remove this applicant

Add another applicant

Section 5 of 21

OPERATING SCHEDULE

| | |
|---|---|
| When do you want the premises licence to start? | <input type="text"/> 22 / <input type="text"/> 05 / <input type="text"/> 2024 |
| | dd mm yyyy |

| | |
|---|--|
| If you wish the licence to be valid only for a limited period, when do you want it to end | <input type="text"/> / <input type="text"/> / <input type="text"/> |
| | dd mm yyyy |

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

A country house with letting bedrooms. The venue will be used for corporate events in the short term and will expand to the leisure market over the coming years and operate more as a hotel & function venue. The venue is in a rural location. There is only one bar which is situated in the main house.

Continued from previous page...

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 entertainment](#)

Will you be providing plays?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Give timings in 24 hour clock. (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.

Will the performance of a play take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Continued from previous page...

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for performing plays

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

Non standard timings. Where the premises will be used for the performance of a play 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.

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(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.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the exhibition of films take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the exhibition of film

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

Non standard timings. Where the premises will be used for the exhibition of film 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.

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Continued from previous page...

Will you be providing indoor sporting events?

Yes No

Standard Days And Timings

MONDAY

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End

Give timings in 24 hour clock.
(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.

TUESDAY

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State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for indoor sporting events

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

Continued from previous page...

Non-standard timings. Where the premises will be used for indoor sporting events 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.

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

- Yes No

Standard Days And Timings

MONDAY

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End

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End

Give timings in 24 hour clock.
(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.

TUESDAY

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THURSDAY

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SATURDAY

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Continued from previous page...

SUNDAY

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Will the boxing or wrestling entertainment take place indoors or outdoors or both?

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

- Indoors Outdoors Both

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for boxing and wrestling entertainment

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

Non-standard timings. Where the premises will be used for the boxing or wrestling entertainment 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.

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (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.

TUESDAY

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WEDNESDAY

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| Start | <input type="text" value="18:00"/> | End | <input type="text" value="00:00"/> |
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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the performance of live music take place indoors or outdoors or both?

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

- Indoors Outdoors Both

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Live music (band / DJ) that may be associated with the proposed events venue in the future. It is anticipated that the music will involve amplified and unamplified. The music will be situated in either the main house or adjacent garden room State.
There may be occasions when there may be an unamplified band in the gardens

State any seasonal variations for the performance of live music

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

Non-standard timings. Where the premises will be used for the performance of live music 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.

Continued from previous page...

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(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.

TUESDAY

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WEDNESDAY

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THURSDAY

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SATURDAY

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SUNDAY

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Will the playing of recorded music take place indoors or outdoors or both?

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

- Indoors Outdoors Both

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Continued from previous page...

State any seasonal variations for playing recorded music

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

Non-standard timings. Where the premises will be used for the playing of recorded music 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.

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(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.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Will the performance of dance take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of dance

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

Non-standard timings. Where the premises will be used for the performance of dance 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.

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (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.

Continued from previous page...

TUESDAY

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THURSDAY

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Give a description of the type of entertainment that will be provided

Will this entertainment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for entertainment

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

Continued from previous page...

Non-standard timings. Where the premises will be used for entertainment 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.

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

Standard Days And Timings

MONDAY

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TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SATURDAY

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SUNDAY

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Give timings in 24 hour clock.
(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.

Continued from previous page...

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors Outdoors Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

The provision of hot and beverages and hot and cold food (snacks) for customers. It is anticipated that some of our corporate events will work until late in the evening and the venue will be required to ensure they have enough refreshments to cover this period

State any seasonal variations

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

Non-standard timings. Where the premises will be used for the supply of late night refreshments 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.

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (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.

TUESDAY

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WEDNESDAY

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THURSDAY

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Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

If the sale of alcohol is for consumption on 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 variations

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

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

Continued from previous page...

Name

First name

Family name

Date of birth / /
dd mm yyyy

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
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

Continued from previous page...

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(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.

TUESDAY

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WEDNESDAY

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THURSDAY

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FRIDAY

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SUNDAY

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State any seasonal variations

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

This is an event venue that will be available for booking at any time of year for undetermined amounts of time. Therefore I have indicated that the venue is open 24 hours a day. The reality being that the venue will open for adhoc events

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.

Continued from previous page...

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.

Any persons involved in the provision of the licensable activities that make up part of this application will be made fully aware of the 4 licensing objectives and why it is so important that as a team we uphold our standards to ensure the venue operates in the safest way possible.

The Licensee shall ensure that at all times when the premises are for any licensable activity, there are sufficient, competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the license and for preventing crime & disorder. The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons. Records will be kept of training and refresher training.

b) The prevention of crime and disorder

A full risk assessment has been carried out to include effective management of premises, including written procedures for managing incidents.
Ensuring that staff receive proper training and refresher training on relevant issues, policies and procedures. Inclusive of the duty of care for our customers and basic licensing laws.
We fully intend to install effective CCTV in and around the premises.
Ensuring provision of external lighting and security measures.
Linking with local bus and taxi companies to provide safe means of transport home for patrons at the end of the evening / event
Participating in anti-violence and abuse strategies and campaigns such as Ask for Angela
Having adequate venue alarm monitoring systems inclusive of intruder alarms
A member of staff will be on site 24 hours a day with each event
Staffing levels will be proportional to the amount of guests onsite

c) Public safety

All events organizers at Chelsea Parkfields will be required to provide approximate guest numbers to prevent overcrowding at the venue.
The venue has completed a full risk assessment and a Fire risk assessment.
Appropriate fire safety procedures are in place including fire extinguishers (foam, H2O and CO2), fire blanket, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting. All appliances are inspected to the legal requirements.
All emergency exits shall be kept free from obstruction at all times and are clearly signposted
Upon recruitment staff will be provided with the venues emergency response plans and evacuation procedures.
Staff will be regularly trained in fire safety.
Staff will receive first aid / appointed person training (where appropriate)
First aid box locations will be made clearly visible to staff and public

d) The prevention of public nuisance

Most events at the venue will involve most - all customers staying overnight. Those not staying will be asked to leave quietly.
The venue is set in a fairly rural location
If an event is anticipated to cause nuisance to the neighbours, for example in the event of fireworks or an outdoor corporate

Continued from previous page...

project, the neighbours will be informed before this takes place

Disposal of empty bottles into waste receptacles outside the premises will not be permitted to take place between the hours of 23:00 hrs and 07:00 hrs to minimise disturbance to nearby occupiers.

e) The protection of children from harm

The licensee and staff will ask persons who appear to be under the age of 25 for photographic ID such as proof of age cards, the Connexions Card and Citizen Card, photographic driving licence or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth.
All staff will be trained for underage sales prevention regularly.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

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 in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

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 birth or adoption certificate issued 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 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.

Continued from previous page...

- 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 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, 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.

Continued from previous page...

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.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

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. Please visit the 'Premises Licence' webpage on Herefordshire Council's website (www.herefordshire.gov.uk) for the details of the application fee required

Fee amount (£)

190.00

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

DECLARATION

* 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.

Ticking this box indicates you have read and understood the above declaration

[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).

Ticking this box indicates you have read and understood the above declaration

Continued from previous page...

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 / /
dd mm yyyy

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 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 | <input type="text" value="Chelsea Parkfields"/> |
| Fee paid | <input type="text"/> |
| Payment provider reference | <input type="text"/> |
| ELMS Payment Reference | <input type="text"/> |
| Payment status | <input type="text"/> |
| Payment authorisation code | <input type="text"/> |
| Payment authorisation date | <input type="text"/> |
| Date and time submitted | <input type="text"/> |
| Approval deadline | <input type="text"/> |
| Error message | <input type="text"/> |
| Is Digitally signed | <input type="checkbox"/> |

Digital Signature Information

| | |
|------------------------------|----------------------|
| Signer's name | <input type="text"/> |
| Signer's contact information | <input type="text"/> |
| Signing time | <input type="text"/> |
| Signer status | <input type="text"/> |
| Signature status | <input type="text"/> |
| Certificate issuer | <input type="text"/> |

< Previous [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [19](#) [20](#) [21](#) Next >

From: Amy Williams
Sent: Thursday, May 23, 2024 3:23 PM
To: XXXXXXXX
Cc: XXXXXXXXX Licensing <licensing@herefordshire.gov.uk>
Subject: Chelsea Parkfields Premises License Application

Hi

I hope you are well.

After discussing our application with our neighbours we have agreed to reduce the hours on the application.

I can do this however as mentioned, I think my version of the PDF application form was corrupt and I don't want to cause any more headaches for you.

What is the best way for me to revise our application?

Best wishes
Amy Williams

From: Licensing
Sent: Thursday, May 23, 2024 4:00 PM
To: Amy Williams
Subject: RE: Chelsea Parkfields Premises License Application

Hi Amy
No need to actually amend the pdf.

You can do it by email to me and say you want to amend
Sale of alcohol to
Late Night Refreshment
Live Music to

I'll then action it

From: Amy Williams
Sent: 23 May 2024 16:04
To: Licensing
Subject: RE: Chelsea Parkfields Premises License Application

Amazing thank you for your help with this.

Can we update to:

Sale of alcohol to – 12:00 -00:00
Late Night Refreshment No Change
Live Music to – 18:00 – 23:00

Will I need to update my external / boundary signage and advertise the revision in the paper?

Best wishes
Amy Williams

From: Trading Standards
Sent: 13 May 2024 10:19
To: Licensing
Subject: FW: Parkfields Application

Good morning,
I have reviewed the attached application, and have liaised with the applicant via email.
The below proposed conditions have been agreed with the applicant.
I have no other representations to make.

Prevention of Crime and Disorder

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 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 6 monthly intervals. 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.

Protection of Children from Harm

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) or the police 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 bar advertising the scheme operated.

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 and will be collected on a daily 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.

No adult entertainment or services or activities must take place at the premises (Adult Entertainment includes, but is not restricted to, such entertainment or services which would generally include topless bar staff, striptease, lap-table, or pole-dancing, performances involving feigned violence or horrific incidents, feigned or actual sexual acts or fetishism, or entertainment involving strong and offensive language).

Trading Standards Practitioner
Herefordshire Trading Standards Service
Herefordshire Council
Plough Lane
Hereford
HR4 0LE

RECEIVED
 30 MAY 2024
 BY: *MSD*

HEREFORDSHIRE COUNCIL
Licensing Act 2003

Please return this form, and any additional information within the statutory period to:
The Licensing Section,
Herefordshire Council,
Plough Lane, Hereford.
HR4 0LE
 licensing@herefordshire.gov.uk

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.

| | |
|--|--|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: |
| | Please state your interest in the premises you are making a representation about: <input type="checkbox"/> local resident/local business |
| Name & Address of premises you are making a representation about: | |

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 Crime & Disorder we have lived here to long. To have drinking and noise, we would here the noise from where we live. |
| Public Safety I am a female and would be scared live in my own home. with all this drinking and music |
| To Prevent Public Nuisance It would all be a nuisance to the Public. we donot want it. |
| To Protect Children from Harm |

Signed: [REDACTED]
 Date: 29-5-24

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing on licensing@herefordshire.gov.uk



Representation Form – Interested Parties
Suggested Conditions

Premise: PART FIELDS Your name: [REDACTED]

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.

| |
|--|
| <p>To Prevent Crime and Disorder</p> <p>Full stop we do not want what they are putting for in.</p> |
| <p>Public Safety</p> <p>Safety must come first. Do not agree with the noise</p> |
| <p>Prevent Public Nuisance</p> <p>It would be a right nuisance for us. Public would be knocking on our door. Had it all before.</p> |
| <p>Protect Children from Harm</p> <p>We live so near to Part fields. They would come knocking on our door looking for Part fields</p> |

Signed: [REDACTED] no thank you.

Date: 29.5.24

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk

HEREFORDSHIRE COUNCIL
Licensing Act 2003

REPRESENTATION FORM – INTERESTED PARTIES

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When completing this form please print clearly and legibly.

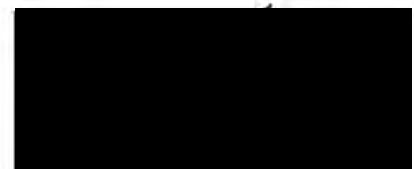
Please return this form, and any additional information within the statutory period to:
**The Licensing Section,
Herefordshire Council,
Plough Lane, Hereford.
HR4 0LE
licensing@herefordshire.gov.uk**

| | |
|--|--|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| | Please state your interest in the premises you are making a representation about: Local resident |
| Name & Address of premises you are making a representation about: Parkfield, Pontshill, Ross-on-Wye, HR9 5TH | |

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 . – No issue with my details being circulated – so box unticked for the record.

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

| |
|--|
| <p>To Prevent Crime & Disorder Objection to Alcohol licence 12:00 - 02:00</p> <p>1) Possibility of 14 hours of buying & consuming alcohol runs a high risk of disorder, especially the later the licence runs into the night - External lighting won't prevent possible out breaks of trouble, or make it more secure for local residents</p> |
| <p>Public Safety Objection to Alcohol licence 12:00 - 02:00</p> <p>1) Application states that most guest will be resident, yet also says they will be liaising with bus/taxi companies. Parkfields seem to have 22 beds and a conference etc capacity of 90 –suggesting at capacity with double occupancy that there could still be circa 50 guests not staying and leaving potentially after 02:00 - on a country road in bad state of repair, risk of accidents from guests/transport companies unfamiliar with the sharp bends/deep pot holes plus possibly increased risk of drink driving by those transporting themselves</p> |
| <p>To Prevent Public Nuisance Objection to Alcohol licence 12:00 - 02:00 & Music 18:00 – 00:00</p> <p>1) Guests are unlike to appreciate the extent of the impact of noise whilst conjugating outside/when leaving at night – Parkfields looks very secluded – but within less than 0.25 miles 'as the crow flies' (which includes my residence) there are probably in excess of 50 residents, many of whom are of retirement age</p> |




- 2) Parkfields is in valley – noise, particularly external, will be funnelled and therefore be intensified
- 3) Whilst alcohol maybe sold/served internally - it will also be consumed externally (as music request is for external as well as internal) – general noise per point 1 & 2 above
- 4) Even after alcohol sales cuts off there will be drinking up time, potentially adding at least an hour of noise taking it to 03:00 – general noise per point 1 & 2 above plus antisocial hours
- 5) External amplified music and drinking particularly on summer evenings, with increasing temperatures when there is a need for residents to have windows open at night – general noise per point 1 & 2 above
- 6) Application states that most guest will be resident, yet also says they will be liaising with bus/taxi companies. Parkfields seem to have 22 beds and a conference etc capacity of 90 –suggesting at capacity with double occupancy that there could still be circa 50 guests not staying and leaving potentially after 02:00 – general night traffic noise would increase
- 7) Overall – the application allows for what constitutes as 'public nuisance' to be a 7 days a week/365 days a year

Objection to Light refreshments 23:00 – 01:00

- 1) If served/consumed externally – general noise per point 1, 2 & 4 above (otherwise not objection)

To Protect Children from Harm

No concerns or objections

Signed: 

Date:

28-05-2024



**Representation Form – Interested Parties
Suggested Conditions**

Premise: Parkfields, Pontshill, Ross-on-Wye, HR9 5TH
Your name: [REDACTED]

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 Reduction in Alcohol licence time - not later than 23:00 Depending on the frequency - I would have no objection to 'individual' later night applications for alcohol sales, if Parkfields have the provision in place to effectively deal with possible disorder situations |
| Public Safety No suggestion |
| Prevent Public Nuisance Reduction in Alcohol licence time - no later than 23:00 Reduction in internal amplified music time - no later than 23:00, with requirement for windows/doors to remain closed after 21:00 in the summer and with some way of restricting external gathering after 21:00 Reduction in external amplified music time – no later than 21:00 in the summer, with some way of restricting external gathering after that time Depending on the frequency - I would have no objection to 'individual' later night applications for internal music and alcohol sales, if notice was given |
| Protect Children from Harm N/A |

Signed [REDACTED]

Date: 28-05-2024

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk



HEREFORDSHIRE COUNCIL
Licensing Act 2003

REPRESENTATION FORM – INTERESTED PARTIES

Please return this form, and any additional information within the statutory period to:
Herefordshire Council,
The Licensing Section,
Plough Lane, Hereford.
HR4 0LE
licensing@herefordshire.gov.uk

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.

| | | | |
|--|------------|--|------------|
| Your Name: | [REDACTED] | Contact Telephone No | [REDACTED] |
| Address: | [REDACTED] | Please state your interest in the premises you are making a representation about: eg local resident/local business LOCAL RESIDENT | |
| Name & Address of premises you are making a representation about: | | | |
| HELSEA PARKFIELDS, PONTS HILL | | | |

DATA PROTECTION ACT 1998. Your details will be disclosed to the applicant unless you can show good reason why not and that would be because of fear of intimidation or violence connected with the application.

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

| |
|--|
| <p>To Prevent Crime & Disorder ATTRACT PEOPLE THAT MAY PRODUCE NOISE WHEN DEPARTING PARKFIELDS ALSO DAMAGE/CRIME TO LOCAL RESIDENCE, NO POLICE PRESENCE IN AREA</p> |
| <p>Public Safety INCREASE IN TRAFFIC, ESPECIALLY AT NIGHT, ROAD IS SINGLE LANE, NOT PAVEMENTS OR STREET LIGHTING LOCAL ROADS IN POOR CONDITION, WILL CAUSE ACCIDENTS</p> |
| <p>To Prevent Public Nuisance UNACCEPTABLE EVENING NOISE, FROM TRAFFIC AND MUSIC</p> |
| <p>To Protect Children from Harm</p> |

Sign [REDACTED]
 Date: **30 MAY 2024**

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing
 licensing@herefordshire.gov.uk

HEREFORDSHIRE COUNCIL
Licensing Act 2003

REPRESENTATION FORM – INTERESTED PARTIES

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**The Licensing Section,
Herefordshire Council,
Plough Lane, Hereford.
HR4 0LE**
licensing@herefordshire.gov.uk

| | |
|--|-------------------------------------|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| Please state your interest in the premises you are making a representation about: <input type="checkbox"/> <small>general residential/local business</small> | |
| Name & Address of premises you are making a representation about: | |

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 Crime & Disorder would bring crime to the country. Not the right area for music. |
| Public Safety Terrible traffic & noise Not the right area for drinking and late night drinking. No thanks |
| To Prevent Public Nuisance The drinking and music would be a public nuisance. We are right against it. |
| To Protect Children from Harm Public would be knocking on our door to find out where Park fields are. Had it all before. No thank you. |

Signed: [REDACTED]
Date: 29.5.24

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing on licensing@herefordshire.gov.uk



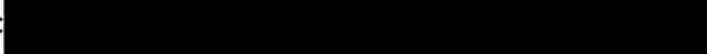
**Representation Form – Interested Parties
Suggested Conditions**

Premise: PARKFIELDS 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 Worried about the crime with all this alcohol to be consumed. We are lucky at the moment with crime |
| Public Safety The traffic would be awful along a country road. Terrible noise |
| Prevent Public Nuisance we have lived here about fifty years. would not want the noise all this music would bring we are right against it. |
| Protect Children from Harm we are right against this application. It would not be safe for Grand children. with all that going on. |


Signed: 

Date: 29. 5. 24.

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk

RECEIVED

31 MAY 2024

BY: 

30.5.24

Dear ?

I am writing to say we do not agree with what Park Fields have put in for.

They want drinking and music nearly every day of the year. It would not be fair on people who have lived here for many years.

The noise would be awful and the roads out here are not meant for that amount of traffic.

Please do not spoil our country out here. We are right against the idea Park fields want.

Yours sincerely

HEREFORDSHIRE COUNCIL
Licensing Act 2003

Please return this form, and any additional information within the statutory period to:
The Licensing Section,
Herefordshire Council,
Plough Lane, Hereford,
HR4 0LE
licensing@herefordshire.gov.uk

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.

| | |
|--|---|
| Name: | Contact Telephone No: |
| Address: | E-mail address: |
|  | Please state your interest in the premises you are making a representation about: THEY ARE OUR NEIGHBOUR |
| Name & Address of premises you are making a representation about: CHELSEA PARKFIELDS HIR9 5TH | |

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 Crime & Disorder |
| Public Safety |
| To Prevent Public Nuisance VERY CONCERNED ABOUT NOISE POLLUTION LIVING IN A VALLEY NOISE CARRIES - ALSO PEOPLE DRINKING UNTIL 2AM COULD ALSO CREATE NOISE AND DISTURBANCE |
| To Protect Children from Harm |

Signed:
Date:

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing on licensing@herefordshire.gov.uk

Representation Form – Interested Parties Suggested Conditions

Premise: CHELSEA PARK FIELDS Your name: [REDACTED]

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 |
| Public Safety |
| Prevent Public Nuisance IT FEELS LIKE THEY ARE APPLYING TO HAVE A NIGHTCLUB WITH LIVE MUSIC EVERY NIGHT OF THE YEAR. IN A VERY RURAL LOCATION THIS SEEMS EXTRAORDINARY AND COMPLETELY UNACCEPTABLE. WHEN IT WAS (SEE OVER) |
| Protect Children from Harm |

Signed [REDACTED]

Date: 23/5/24

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk

A WEDDING VENUE THERE WERE WEDDINGS
ON SATURDAYS ONLY AND MUSIC UNTIL 11pm
WHICH WAS ACCEPTABLE. I CANNOT ACCEPT
LIVE MUSIC EVERY NIGHT AND ALSO FEEL
THAT THE BAR SHOULD CLOSE AT 11pm TOO.
THIS APPLICATION IS VERY DISRESPECTFUL
TO PEOPLE LIVING CLOSE BY AND EXTREMELY
ANTI SOCIAL

HEREFORDSHIRE COUNCIL
Licensing Act 2003

Please return this form, and any additional information within the statutory period to:
The Licensing Section,
Herefordshire Council,
Plough Lane, Hereford.
HR4 0LE
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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.

| | |
|--|--|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| | Please state your interest in the premises you are making a representation about: Local resident |
| Name & Address of premises you are making a representation about: Parkfield, Pontshill, Ross-on-Wye, HR9 5TH | |

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 . – No issue with my details being circulated – so box unticked for the record.

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

| |
|--|
| <p>To Prevent Crime & Disorder Objection to Alcohol licence 12:00 - 02:00</p> <p>1) Possibility of 14 hours of buying & consuming alcohol runs a high risk of disorder, especially the later the licence runs into the night - External lighting won't prevent possible out breaks of trouble, or make it more secure for local residents</p> |
| <p>Public Safety Objection to Alcohol licence 12:00 - 02:00</p> <p>1) Application states that most guest will be resident, yet also says they will be liaising with bus/taxi companies. Parkfields seem to have 22 beds and a conference etc capacity of 90 –suggesting at capacity with double occupancy that there could still be circa 50 guests not staying and leaving potentially after 02:00 - on a country road in bad state of repair, risk of accidents from guests/transport companies unfamiliar with the sharp bends/deep pot holes plus possibly increased risk of drink driving by those transporting themselves</p> |
| <p>To Prevent Public Nuisance Objection to Alcohol licence 12:00 - 02:00 & Music 18:00 – 00:00</p> <p>1) Guests are unlike to appreciate the extent of the impact of noise whilst conjugating outside/when leaving at night – Parkfields looks very secluded – but within less than 0.25 miles 'as the crow flies' (which includes my residence) there are probably in excess of 50 residents, many of whom are of retirement age</p> |

- 2) Parkfields is in valley – noise, particularly external, will be funnelled and therefore be intensified
- 3) Whilst alcohol maybe sold/served internally - it will also be consumed externally (as music request is for external as well as internal) – general noise per point 1 & 2 above
- 4) Even after alcohol sales cuts off there will be drinking up time, potentially adding at least an hour of noise taking it to 03:00 – general noise per point 1 & 2 above plus antisocial hours
- 5) External amplified music and drinking particularly on summer evenings, with increasing temperatures when there is a need for residents to have windows open at night – general noise per point 1 & 2 above
- 6) Application states that most guest will be resident, yet also says they will be liaising with bus/taxi companies. Parkfields seem to have 22 beds and a conference etc capacity of 90 –suggesting at capacity with double occupancy that there could still be circa 50 guests not staying and leaving potentially after 02:00 – general night traffic noise would increase
- 7) Overall – the application allows for what constitutes as 'public nuisance' to be a 7 days a week/365 days a year

Objection to Light refreshments 23:00 – 01:00

- 1) If served/consumed externally – general noise per point 1, 2 & 4 above (otherwise not objection)

To Protect Children from Harm
No concerns or objections

Signed

Date:

28/5/2024



**Representation Form – Interested Parties
Suggested Conditions**

Premise: Parkfields, Pontshill, Ross-on-Wye, HR9 5TH

Your name: [REDACTED]

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.

| |
|--|
| <p>To Prevent Crime and Disorder Reduction in Alcohol licence time - not later than 23:00</p> <p>Depending on the frequency - I would have no objection to 'individual' later night applications for alcohol sales, if Parkfields have the provision in place to effectively deal with possible disorder situations</p> |
| <p>Public Safety No suggestion</p> |
| <p>Prevent Public Nuisance Reduction in Alcohol licence time - no later than 23:00</p> <p>Reduction in internal amplified music time - no later than 23:00, with requirement for windows/doors to remain closed after 21:00 in the summer and with some way of restricting external gathering after 21:00</p> <p>Reduction in external amplified music time – no later than 21:00 in the summer, with some way of restricting external gathering after that time</p> <p>Depending on the frequency - I would have no objection to 'individual' later night applications for internal music and alcohol sales, if notice was given</p> |
| <p>Protect Children from Harm N/A</p> |

Signed [REDACTED]

Date: 28/5/2024

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk

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,
Plough Lane, Hereford.
HR4 0LE
licensing@herefordshire.gov.uk**

| | |
|---|---|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| | Please state your interest in the premises you are making a representation about: <input type="checkbox"/> local resident <input type="checkbox"/> local business <input checked="" type="checkbox"/> local resident - direct neighbour |
| Name & Address of premises you are making a representation about: Chelsea Parkfields Ltd, Pontshill, Ross-on-Wye, Herefordshire HR9 5TH | |

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 Crime & Disorder Please refer to my attached letter for full explanation of objections. |
| Public Safety Please refer to my attached letter for full explanation of objections |
| To Prevent Public Nuisance Please refer to my attached letter for full explanation of objections. |
| To Protect Children from Harm Please refer to my attached letter for full explanation of objections. |

Signed [REDACTED]
Date: 31st March 2024

If you have any queries about this form or are unsure of when the statutory period ends please contact **Licensing** on licensing@herefordshire.gov.uk

Objection representation to the application made by Chelsea Parkfields Ltd, Pontshill, HR9 5TH

[REDACTED] strongly object to the application to serve alcohol and amplified loud music 365 days of the year.

My objections are based on past experience relating to public safety and public nuisance.

Our property is no more than three feet away from Parkfields letting rooms so not only will there be constant noise late at night and into the early hours we have the constant security lights going on and off causing an additional disturbance and nuisance.

We have had to endure alcohol infused residents coming up our path after midnight and trying to get into our home as they thought it was their accommodation for the night. How are we to distinguish between "residents" from persons with intent to harm. This has caused us deep concern and very upsetting to all family members with careful explanations to the younger members of our home.

The building known as Parkfields is an old listed building not equipped with controlled ventilation or soundproofing adequate for the performances of live amplified music. There are no decibel restrictors in place and when the doors and windows are open the music bounces and echoes around the valley.

There are also concern over public safety with the increase in traffic to and from this venue, the country roads are narrow with few passing places, no footpaths or street lighting.

I purchased my property in full knowledge that it was in a quiet countryside setting. Had I wanted to live next to a public house I would have picked a non rural location.

What is also of concern is the effect this will have on my mental health as we are all entitled to a good nights sleep. Should Chelsea Parkfields be granted this licence then it is guaranteed that I will be encountering many sleepless nights due to the noise and light disturbance of which occurred earlier this month on a week day (May 2024) with lots of loud chatter and bottles being emptied into bins after midnight, so by permitting large groups/loud music and late drinking this is only going to get worse! It is widely documented sleep deprivation is a major cause of mental health issues.

RECEIVED
28 MAY 2024
BY: PH

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
any additional informa
within the statutory pe
to:
The Licensing Secti
Herefordshire Coun
Plough Lane, Herefo
HR4 0LE
licensing@herefordshire.g

| | |
|---|-------------------------------------|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| Please state your interest in the premises you are making a representation about: eg local resident (since 1963) | |
| Name & Address of premises you are making a representation about: Parkfields Chelsea, nr Bill Mills, Pontshill, Ross-on-Wye, Hfds | |

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 Crime & Disorder |
| Public Safety |
| To Prevent Public Nuisance I have been kept awake her at Moss Lodge by the very loud jollit at Parkfields for the last 20 or so years. This was very annoying, but as it was infrequent, we put up with it. Now it is different, potentially they want to do this on a daily basis. We look to the Council to protect us from Environmental nuisances, not to facilitate them. |
| To Protect Children from Harm |

[REDACTED]

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing on licensing@herefordshire.gov.uk

2024

HEREFORDSHIRE COUNCIL
Licensing Act 2003

**REPRESENTATION FORM – INTERESTED
PARTIES**

Please return this form, and any additional information within the statutory period to:
Herefordshire Council,
The Licensing Section,
Plough Lane, Hereford.
HR4 0LE
licensing@herefordshire.gov.uk

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.

| | |
|---|--|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] [REDACTED] [REDACTED] [REDACTED] | E-mail address: [REDACTED] |
| | Please state your interest in the premises you are making a representation about: Local resident/neighbour |
| Name & Address of premises you are making a representation about: Chelsea Parkfields Pontshill HR9 5TH | |

DATA PROTECTION ACT 1998. Your details will be disclosed to the applicant unless you can show good reason why not and that would be because of fear of intimidation or violence connected with the application.

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 Crime & Disorder Unruly behaviour may occur if alcohol is being served for a prolonged period |
| Public Safety The property can only be accessed by a narrow lane with few passing places. Therefore there is an increased possibility of accidents by non resident customers, especially if they have been drinking. |
| To Prevent Public Nuisance Amplified music played outdoors, or indoors with the windows open, will result in a noise nuisance. It is unreasonable to expect local residents to suffer this until late at night on a regular basis. There is also likely to be noise generated after midnight if refreshments and drinks are served until 2.00 a.m. |
| To Protect Children from Harm |

Signed: [REDACTED]
Date: 28th May 2024

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing
licensing@herefordshire.gov.uk

Representation Form – Interested Parties Suggested Conditions

Premise: Chelsea Parkfields

Your name: [REDACTED]

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 |
| Parkfields has been a wedding venue and conference centre for years but any noise or disruption has only occurred on a few occasions per annum. However granting an alcohol and music license which could potentially be used 365 days a year until the early hours of the morning is unreasonable. I suggest a limit on the number of occasions they could operate until late at night, and certainly no later than midnight. |
| Public Safety As Above |
| Prevent Public Nuisance As Above |
| Protect Children from Harm |

Signed: Jane Addis

Date: 28th May 2024

| |
|--|
| If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk |
|--|

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,
Plough Lane, Hereford,
HR4 0LE
licensing@herefordshire.gov.uk

| | |
|--|---|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| Please state your interest in the premises you are making a representation about: Local resident/local business Local business owner adjacent to Parkfields | |
| Name & Address of premises you are making a representation about: Chelsea Parkfields Ltd, Pontshill, Ross-on-Wye, Herefordshire HR9 5TH | |

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:

| |
|---|
| <p>To Prevent Crime & Disorder</p> <p>Please refer to my attached letter for full explanation of objections.</p> |
| <p>Public Safety</p> <p>Please refer to my attached letter for full explanation of objections</p> |
| <p>To Prevent Public Nuisance</p> <p>Please refer to my attached letter for full explanation of objections.</p> |
| <p>To Protect Children from Harm</p> <p>Please refer to my attached letter for full explanation of objections.</p> |

Signed: [REDACTED]
Date: 31st March 2024

If you have any queries about this form or are unsure of when the statutory period ends please contact **Licensing** on licensing@herefordshire.gov.uk

Objection representation to the application made by Chelsea Parkfields Ltd, Pontshill, HR9 5TH

[REDACTED]
[REDACTED] strongly object to the application to serve alcohol and amplified loud music 365 days of the year.

Our objections are based on past experience relating to public safety and public nuisance and the effect this will have on our business now and in the future.

Our property letting business has been established for over 30 years. We have 3 cottages adjoining our home which are let to long term tenants. These three cottages are a few feet away from Parkfields letting rooms. Our tenants are all working professionals. The effects of constant noise late at night and into the early hours with the security lights going on and off will without question cause considerable disruption and nuisance to our tenants which in turn with the lack of sleep may have serious impact on them in their work place. This may cause them to quit their tenancies as they have chosen to live in the quiet of the rural countryside to reflect their work/lifestyle balance. The knock on effect of this would most certainly be that we are unable to achieve our rent values with any potential new tenants leaving empty properties and therefore without question be the failure of our business. Not only a failure of our business but the added depreciation of property value leading to extreme financial hardship. This would put us in a position to seek compensation from all parties and authorities for the negligence in allowing Chelsea Parkfields these extreme licencing hours with music 365 days a year.

Live and amplified music is a public nuisance in its own right generally but heightened when the surrounding landscape acts as a basin increasing the noise levels and affecting neighbouring residents.

The narrow country roads are not suitable for pedestrians as no footpaths or streetlights and with the increase volume of traffic that this venue will generate causes concern.

**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,
Plough Lane, Hereford,
HR4 0LE
licensing@herefordshire.gov.uk**

| | |
|---|---|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| | Please state your interest in the premises you are making a representation about: local resident/local business Local residents neighbouring to Parkfields |
| Name & Address of premises you are making a representation about: Chelsea Parkfields Ltd, Pontshill, Ross-on-Wye, Herefordshire HR9 5TH | |

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 Crime & Disorder Please refer to my attached letter for full explanation of objections. |
| Public Safety Please refer to my attached letter for full explanation of objections |
| To Prevent Public Nuisance Please refer to my attached letter for full explanation of objections. |
| To Protect Children from Harm Please refer to my attached letter for full explanation of objections. |

Signed [REDACTED]
Date: 31st March 2024

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing on licensing@herefordshire.gov.uk

HEREFORDSHIRE COUNCIL
Licensing Act 2003

Please return this form, and any additional information within the statutory period to:
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Plough Lane, Hereford.
HR4 0LE
licensing@herefordshire.gov.uk

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.

| | |
|---|---|
| Your Name: [REDACTED] | Contact Telephone No. [REDACTED] |
| Address: [REDACTED] | E-mail address: [REDACTED] |
| | Please state your interest in the premises you are making a representation about: DIRECT NEIGHBOUR |
| Name & Address of premises you are making a representation about: CHELSEA PARKFIELDS HR9 5TH | |

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 Crime & Disorder |
| Public Safety |
| To Prevent Public Nuisance NUISANCE FROM NOISE. THE PROPERTY IS NEXT TO OURS, THIS IS IN A VALLEY WHERE NOISE TRAVELS. THE APPLICATION IS FOR 365 DAYS OF THE YEAR FOR LIVE MUSIC OUTSIDE + LATE 2.00AM ALCOHOL SALES . |
| To Protect Children from Harm |

Signed: [REDACTED]
Date: 23.05.24

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing on licensing@herefordshire.gov.uk



Representation Form – Interested Parties
Suggested Conditions

Premise: CHELSEA PARK FIELDS Your name: [REDACTED]

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 |
| Public Safety |
| Prevent Public Nuisance LIVE MUSIC OUTSIDE SHOULD STOP AT 23.00 LATEST AND BE LIMITED TO A NUMBER OF DAYS PER YEAR LESS THAN 25 DAYS. THE LICENCE TO SELL ALCOHOL SHOULD BE TIME LIMITED AND CEASE AT MIDNIGHT. |
| Protect Children from Harm |

Signed [REDACTED]

Date: 23.05.24

If you have any queries about this form or are unsure of when the stability period ends please contact Licensing at licensing@herefordshire.gov.uk

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:
Herefordshire Council,
The Licensing Section,
Plough Lane, Hereford,
HR4 0LE
licensing@herefordshire.gov.uk

| | |
|------------|---|
| [Redacted] | Contact Telephone No. [Redacted] |
| [Redacted] | E-mail address: [Redacted] |
| [Redacted] | Please state your interest in the premises you are making a representation about: eg <small>legal resident/local business</small> Neighbour |

Name & Address of premises you are making a representation about:

Parkfields, PONTSHILL, HR9 5TH

DATA PROTECTION ACT 1998. Your details will be disclosed to the applicant unless you can show good reason why not and that would be because of fear of intimidation or violence connected with the application.

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 Crime & Disorder

Public Safety

THE SOUND OF LATE/LIVE/DJ MUSIC WILL CARRY AND DISTURB NEIGHBOURS & PETS IN AN OTHERWISE QUIET AREA

To Prevent Public Nuisance

To Protect Children from Harm

Signed: [Redacted]

Date: 27/05/24

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing
licensing@herefordshire.gov.uk

Representation Form – Interested Parties

Suggested Conditions

Premise: PARKFIELDS, POWTSMILL Your name [REDACTED]

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 |
| Public Safety |
| Prevent Public Nuisance NO LOUD MUSIC AFTER 23:00 |
| Protect Children from Harm |

Signed: [REDACTED]

Date: 27/05/24

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk

Representations Guidance Notes' which further explains the process and the information that can be considered by the licensing authority.

HR4 0LE
licensing@herefordshire.gov.uk

When completing this form please print clearly and legibly.

| | |
|--|--|
| Your Name: [Redacted] | Contact Telephone No: [Redacted] |
| Address: [Redacted] | E-mail address: [Redacted] |
| Please state your interest in the premises you are making a representation about: eg local resident/local business Local resident | |
| Name & Address of premises you are making a representation about: Parkfields, Pontshill, HR9 5TH | |

DATA PROTECTION ACT 1998. Your details will be disclosed to the applicant unless you can show good reason why not and that would be because of fear of intimidation or violence connected with the application.

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 Crime & Disorder |
| Public Safety Risk of motor accidents / drink driving on country road in bad state of repair with deep potholes and sharp bends |
| To Prevent Public Nuisance Increased noise after midnight due to consumption of alcohol & late night refreshments inside & outside Increased light pollution External amplified live music is a major concern Late Night Traffic noise |
| To Protect Children from Harm |

Signed: [Redacted]

If you have any queries about this form or are unsure of when the statutory period

Representation Form – Interested Parties
Suggested Conditions

Premise: Parkfields Pontshill Your name: [REDACTED]
HR9 5TH

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

Public Safety

Prevent Public Nuisance

Alcohol and late night refreshments to be consumed inside only after ~~11pm~~ 23.00 hours, live music outdoors to be restricted to 18.00 – 23.00 hours

Protect Children from Harm

Signed [REDACTED]

Date: 27/5/24.

If you have any queries about this form or are unsure of when the statutory period ends please contact Licensing at licensing@herefordshire.gov.uk