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# Licensing Sub Committee

**Monday 8th February 2021**

**11.30 am**

## **Virtual Meeting Using Zoom meeting software**

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The following members are requested to attend the meeting:

Jason Baker

David Recardo

Linda Vijeh

The applicant or any interested parties wishing to address the virtual meeting need to email [democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk) by 9.00am on Friday 5<sup>th</sup> February 2021.

The meeting will be viewable online by selecting the committee meeting at:  
[https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF\\_soA](https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA)

For further information on the items to be discussed, please contact  
[democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk)

This Agenda was issued on Thursday 28 January 2021.

*Alex Parmley, Chief Executive Officer*

**This information is also available on our website  
[www.southsomerset.gov.uk](http://www.southsomerset.gov.uk) or via the mod.gov app**

## **Members Questions on reports prior to the Meeting**

Members of the Committee are requested to contact report authors on points of clarification prior to the Committee meeting.

## **Information for the Public**

The Statutory Licensing Committee has responsibility for all activities under the Licensing Act 2003 and the Gambling Act 2005 except for policies and fees. Established under the Licensing Act 2003, it exercises the functions of the Licensing Authority which itself is the Council.

The Other Licensing Committee can be responsible for all other licensing matters. Established by the Council under discretionary power contained in section 101 of the Local Government Act 1972.

It is lawful for the membership of the two committees to be the same, but they are differently constituted and run under different powers.

Licensing Sub Committee agendas and minutes are published on the Council's website at: <http://modgov.southsomerset.gov.uk/ieListMeetings.aspx?CId=145&Year=0>

Agendas and minutes can also be viewed via the mod.gov app (free) available for iPads and Android devices. Search for 'mod.gov' in the app store for your device and select 'South Somerset' from the list of publishers and then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

The Council's Constitution is also on the web site and available for inspection in council offices.

Further information can be obtained by contacting the agenda co-ordinator – details are provided on the front page.

Meetings of the Licensing Sub Committee are held as required usually in the Council Offices, Brympton Way - However during the coronavirus pandemic these meetings will be held remotely via Zoom video-conferencing. For more details on the regulations regarding remote/virtual meetings please see the Local Authorities and Police and Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as part of the Coronavirus Act 2020.

### **Public participation at meetings (held via Zoom)**

We recognise that these are challenging times but we still value the public's contribution to our virtual meetings. The applicant and interested parties are able to participate and contribute to the meeting, you will need to be able to access the meeting through Zoom at: <https://zoom.us/join>

Each individual speaker shall be restricted to a total of five minutes.

If you would like to address the meeting, please email [democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk) by 9.00am on Friday 5<sup>th</sup> February 2021. When you have registered, an officer will provide the details to join the meeting. The Chairman will invite you to speak at the appropriate time during the virtual meeting.

If you would like to view the meeting without participating, please see:  
[https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF\\_soA](https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA)

**Virtual meeting etiquette:**

- Consider joining the meeting early to ensure your technology is working correctly.
- Please note that we will mute all public attendees to minimise background noise. If you have registered to speak during the virtual meeting, the Chairman will unmute your microphone at the appropriate time.
- Each individual speaker shall be restricted to a total of five minutes.
- When speaking, keep your points clear and concise.
- Please speak clearly – the Councillors are interested in your comments.

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# Licensing Sub Committee

**Monday 8 February 2021**

## Agenda

### *Preliminary Items*

**1. Declarations of Interests**

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9. In the interests of complete transparency, Members of the County Council, who are not also members of this committee, are encouraged to declare any interests they may have in any matters being discussed even though they may not be under any obligation to do so under any relevant code of conduct.

**2. Procedure to be followed when considering licensing applications under the Licensing Act 2003 (Pages 5 - 9)**

**3. Representation following the Application for a New Premises Licence at Tatworth Pavilion and Playing Fields (Pages 10 - 34)**



## Procedure to be followed when considering Licensing Applications under the Licensing Act 2003

Pre meeting      Prior to the start of the Hearing the Committee Administrator will check that any person wishing to address the Sub-Committee is either an Interested Party or an authorised representative of an Interested Party or a Responsible Body and is entitled therefore to do so.

Where there is any doubt about the person's eligibility to address the sub-Committee, the Committee Administrator will seek advice from the Legal Officer(s).

1.      **The Chairman will introduce:**

- members of the Sub-Committee (which will be made up of three District Councillors);
- the officers present;
- the Parties and their representatives (if any).

**The Chairman will ask**, before starting the Hearing, if any representations are being withdrawn.

2.      At the start of the hearing **the Chairman will advise:-**

- all Parties of the reason for the Hearing and the procedure to be adopted;
- that where a Party wants another person to appear at the Hearing they must ask permission (under Regulation 8(2)) although such permission will not be unreasonably withheld. No permission is needed where the other person is acting only as the Party's representative;
- that if any Party wishes to ask the Sub-Committee to consider documentary or other information at the hearing, which was not provided before the Hearing, then all Parties must consent;
- that if any Party does not attend or is not represented at the hearing, the Hearing can go ahead but the Sub-Committee will consider any application, notice or written representations received by the relevant deadline from that Party;



- that in some circumstances, the Hearing may be adjourned, where the Sub-Committee consider the public interest demands it.

3. **The Chairman will ask each Party to confirm receipt** of the following documents:-

- Officer's report relating to the case;
- The procedure to be adopted during the Hearing;
- The documents, which the authority is required to provide under the Regulations – this varies according to the type of application but normally this means checking that the applicant has received copies of all the representations made in response to the application notices.

Any queries on the procedure or the factual content of the Licensing Officer's report should be dealt with at this point, with the assistance of the legal officer(s), as required.

4. **The Chairman will then ask** the Licensing Officer to present their report on the application. The report will include confirmation that the requirements as to advertising the application and the serving of notices have been met.

5. **The Chairman will inform all present - prior to receiving representations** - that each Party will be given an equal amount of time to make their representations. This will normally be a maximum of five minutes. However, the Chairman has discretion about the time given to each Party and may vary the time limit where reasonable to do so although reasons will be given and fairness maintained.

6. **The Chairman will invite any Responsible Bodies present** e.g. representatives of Police/Fire Service/ Environmental Services to address the Sub-Committee on any relevant representations they have made.

7. **The Chairman will then invite:**

- Parties or their representatives speaking in support of the application (including the applicant for the review) to address the Sub-Committee on their relevant representations. The address shall relate only to those matters already raised in the application, representations or notice (as applicable). No new information can be presented at the hearing unless all Parties agree, however, where the authority has notified the Party that it requires clarification on any points, this should be provided at this stage;

- Parties or their representatives, speaking in opposition to the application for review, to address the Sub-Committee on their relevant representations. The address shall relate only to those matters already raised in the application, representations or notice (as applicable). No new information can be presented at the hearing unless all Parties agree, however, where the authority has notified the Party that it requires clarification on any points, this should be provided at this stage.

**The Chairman** will permit a Member to seek immediate clarification of a point made by a Party, their representative or any another person permitted to attend where, prior to this point in the Hearing, circumstances arise which make it desirable to do so, provided that the question is relevant and helps the proper conduct of the Hearing. The rules of natural justice will be followed.

No Cross examination will be permitted without the consent of the sub-Committee and this will only be given where Committee considers that cross-examination is required for it to consider the representations, application or notice.

8. **The Chairman will ask** whether anyone has any further relevant comments to make and whether each Party is satisfied with the conduct of the Hearing.
9. **The Chairman will then invite** Members of the Sub-Committee to ask any questions of any of the Parties or any other person permitted by the Sub-Committee to appear at the Hearing.
10. **The Chairman will check with the legal adviser(s) that all relevant points have been addressed before asking the Parties to leave the room while** the Sub-Committee consider its decision in private. Only the clerk and the legal adviser(s) will remain with the Sub-Committee although only the sub-committee will be making the decision.
11. **Once in private the Chairman will advise the other Members** that they must consider all the information before them in making their decision but will disregard any information which is not relevant to the application, representations or notice and which does not relate to promoting the Licensing Objectives. Members will take account of the Statutory Guidance and the Council's Statement of Licensing Policy but shall be free to depart from it where the merits of the case warrant it. Full reasons shall be given for any such departure. If Members require further information from any Party or any further evidence, they will reconvene the hearing with all Parties able to be present.



12. **The Chairman will ensure, on the Parties return to the Hearing room,** that any legal advice given to the Sub-Committee in private is summarised to the Parties.
13. **The Chairman will notify** all Parties of their decision and the reasons for the decision. The decision will normally be given orally, at the Hearing, in a plain English format to help those attending the Hearing to understand it more easily. This is not the official written Notice of Decision which be sent to all of the Parties shortly afterwards.

Where the Sub-Committee is unable to give a decision at the meeting, **the Chairman will advise all Parties when a decision can be expected.** The decision will be sent to all Parties within the timescales set down in the Regulations.

14. **The Chairman will inform all Parties** of their possible rights of appeal (if any).

#### **NOTES**

1. A Party is anyone who has submitted an application or made a relevant representation or served a notice.
2. Where an adjournment is granted the Sub-Committee will notify the Parties forthwith of the date, time and place to which the Hearing has been adjourned.
3. Under no circumstances must the Parties or their witnesses offer Members of the Sub-Committee information in the absence of the other Party. Similarly, Members will not attempt to elicit information from any Party to the Hearing in the absence of the other. Members will not make pronouncements on the merits of the case until all the evidence has been heard. These are essential elements of the rules of natural justice.
4. The Chairman may vary this procedure, as circumstances require but will have regard to the rules of natural justice.
5. The Hearing will take place in public. However, the public can be excluded from all or part of the hearing where the Sub-Committee considers that the public interest in so doing outweighs the public interest in the hearing, or that part of the hearing, taking place in public.

The Sub-Committee may also require a Party to leave the hearing if that Party is behaving in a disruptive manner. The Sub-Committee can refuse to readmit the Party or readmit upon conditions but the Party can nevertheless submit to the Sub-Committee before the end of the Hearing





any written information it would have been entitled to submit orally at the Hearing.

6. District Councillors representing the area (District Council Ward) to which the application refers, or have declared an interest, will not form part of the Sub-Committee.
  7. Where any irregularity is brought to the attention of the Sub-Committee during the hearing, the Sub-Committee may, if it feels that a Party has been prejudiced as a result of the irregularity, take such steps as it thinks fit to cure that irregularity before it makes its determination. However, any irregularity from a failure to follow this procedure shall not of itself render the proceedings void and any clerical errors may be corrected.
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## **Representation following the Application for a New Premises Licence at Tatworth Pavilion and Playing Fields**

Strategic Director: Netta Meadows – Service Delivery  
Lead Specialist: Vicki Dawson - Environment  
Lead Officer: Anita Legg, Specialist Licensing  
Contact Details: anita.legg@southsomerset.gov.uk or 01935 462137

### **Purpose of the Report**

To inform members that an application has been received from Tatworth Playing Fields Committee, for a premises licence to be granted under the Licensing Act 2003 at Tatworth Pavilion and Playing Fields, Post Office Lane, Tatworth Chard TA20 2QU.

### **Recommendation**

To determine the granting of the premises licence in accordance with the options detailed later in the report.

### **Background**

The Council is the authority responsible for the issue of Premises Licences issued under Section 18 of the Licensing Act 2003.

The Lead Specialist – Environmental Health has delegated authority to determine a Premises Licence application, subject to no objections being received from a Responsible Authority or “Other Persons”. In this case, relevant representations were received from two “Other Persons” it is therefore necessary to convene a hearing to determine the application.

### **Licensing Objectives**

The licensing objectives are:

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

The licensing objectives are to be considered paramount and the Council has a duty to promote them in its decision making process. An application will not be refused in

whole or part or any conditions attached except those offered by the applicant or required by law except where appropriate to promote the licensing objectives.

## Application

A copy of the application form and plans of the premises are enclosed with the agenda.

The details of the application are summarised as follows:

- Applicant: Tatworth Playing Fields Committee

Licensable activities applied for:

### Live Music (E) Indoors and Outdoors

Day	Start Time	Finish Time
Friday	16:00	23:00
Saturday	16:00	23:00

Further Details

Up to three events per year on the playing fields and/or in the Pavilion

Seasonal Variations: None

Non-Standard Timings: None

### Recorded Music (F) Indoors and Outdoors

Day	Start Time	Finish Time
Friday	16:00	23:00
Saturday	16:00	23:00

Further Details

Up to three events per year on the playing fields and/or in the Pavilion

Seasonal Variations: None

Non-Standard Timings: None

### Supply of Alcohol (J) – Consumption ‘On the Premises Only

Day	Start Time	Finish Time
Monday	12:00	23:59
Tuesday	12:00	23:59
Wednesday	12:00	23:59
Thursday	12:00	23:59
Friday	12:00	23:59



# South Somerset District Council

Saturday	12:00	23:59
Sunday	12:00	23:59

Seasonal Variations: None  
Non-Standard Timings: None

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

None.

## Hours premises open to the public (L) – Not a licensable activity, but shown as part of the application.

Day	Start Time	Finish Time
Monday	00:01	01:00
Monday	12:00	00:00
Tuesday	00:01	01:00
Tuesday	12:00	00:00
Wednesday	00:01	01:00
Wednesday	12:00	00:00
Thursday	00:01	01:00
Thursday	12:00	00:00
Friday	00:01	01:00
Friday	12:00	00:00
Saturday	00:01	01:00
Saturday	12:00	00:00
Sunday	00:01	01:00
Sunday	12:00	00:00

Non-Standard Timings:

None

Additional steps put forward by the applicant to comply with licensing objectives. Please see Section M (pages 17 - 18) of the application form; (these where appropriate, will become conditions of the licence, subject to the licence being granted, and are in addition to any further conditions imposed by the Licensing Committee).

Evidence that advertising/notice requirements have been complied with:

- Both the applicant and the Locality Team have confirmed that several notices advertising the application were displayed at the premises. A further notice was placed in the Chard & Ilminster newspaper on 23 December 2020 of which we have a copy.

### **Representations – Responsible Authorities**

- None.

### **Representations – Other Persons**

Two representations were received from ‘Other Parties’, which mainly relate to concerns about antisocial behaviour, debris being thrown in their garden and antisocial behaviour from people being denied entry to the ‘Party in the Park’ event.

A letter was also received about the number of licensed premises in the area, but it did not relate to the licensing objectives and was received after the statutory deadline. The person concerned was written to explaining that it could not be taken into consideration.

### **Relevant Observations**

The previous premises licence which authorised the sale of alcohol, live & recorded music and the performance of dance at these premises lapsed due to the death of the licence holder. The management committee were unaware that there are only 28 days to reinstate it, therefore they have had to apply for a new premises licence.

The following information is a redacted form of the lapsed premises licence, which has longer hours for licensable activities than the proposed application.

#### **LIVE MUSIC**

Monday -	START: 12.00	FINISH: 23.00
Tuesday -	START: 12.00	FINISH: 23.00
Wednesday -	START: 12.00	FINISH: 23.00
Thursday -	START: 12.00	FINISH: 23.00
Friday -	START: 12.00	FINISH: 23.00
Saturday -	START: 12.00	FINISH: 23.00
Sunday -	START: 12.00	FINISH: 23.00

Location: Indoors

Location: Outdoors

Further Details: Inside for private parties.

Outside for occasional events during summer months - would be amplified.

#### **RECORDED MUSIC**

Monday -	START: 12.00	FINISH: 23.00
Tuesday -	START: 12.00	FINISH: 23.00
Wednesday -	START: 12.00	FINISH: 23.00
Thursday -	START: 12.00	FINISH: 23.00
Friday -	START: 12.00	FINISH: 23.00
Saturday -	START: 12.00	FINISH: 23.00
Sunday -	START: 12.00	FINISH: 22.00

Location: Indoors

Location: Outdoors

Further Details: Inside for private parties.

Outside for occasional events during summer months would be amplified.

#### PERFORMANCES OF DANCE

Monday -	START: 12.00	FINISH: 23.00
Tuesday -	START: 12.00	FINISH: 23.00
Wednesday -	START: 12.00	FINISH: 23.00
Thursday -	START: 12.00	FINISH: 23.00
Friday -	START: 12.00	FINISH: 23.00
Saturday -	START: 12.00	FINISH: 23.00
Sunday -	START: 12.00	FINISH: 22.00

Location: Indoors

Location: Outdoors

Outside for occasional events during summer months - would be amplified.

#### SUPPLY OF ALCOHOL

Monday -	START: 10.00	FINISH: 23.00
Tuesday -	START: 10.00	FINISH: 23.00
Wednesday -	START: 10.00	FINISH: 23.00
Thursday -	START: 10.00	FINISH: 23.00
Friday -	START: 10.00	FINISH: 01.00
Saturday -	START: 10.00	FINISH: 01.00
Sunday -	START: 12.00	FINISH: 22.30

#### Non Standard Timings:

Good Friday -	START: 12.00	FINISH: 22.30
Christmas Day -	START: 12.00	FINISH: 15.00
	START: 19.00	FINISH: 22.30
New Year's Eve -	START: 10.00	FINISH: Commencement of permitted hours
on New Year's Day.		

#### The opening hours of the premises

Monday -	START: 10.00	FINISH: 23.00
Tuesday -	START: 10.00	FINISH: 23.00
Wednesday -	START: 10.00	FINISH: 23.00
Thursday -	START: 10.00	FINISH: 23.00
Friday -	START: 10.00	FINISH: 01.00
Saturday -	START: 10.00	FINISH: 01.00
Sunday -	START: 12.00	FINISH: 22.30

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

On the Premises

Off the Premises

Conditions consistent with the operating Schedule

### **General - all objectives**

1. No intoxicating liquor shall be supplied otherwise than to:-

(a) A member of the club who has been a member for at least 2 days or whose nomination or application for membership was made at least 2 days before his admission or,

(b) To a full member who fulfills the requirements of paragraph 1 (a) above and who makes the purchases for a bona fide guest or guests admitted pursuant to rule 22 of the rules of the club, or

(c) A person who fulfills the requirements of paragraph 1 (a) above and whose admission to the club premises is provided for by rule 21 of the rules of the club

4. No intoxicating liquor shall be supplied for consumption off the premises.

5. A list of the names and addresses of all members of the said club shall be kept on the premises and produced on demand for inspection by a constable in uniform who shall be entitled to enter the premises at all reasonable times.

6. Extended opening hours are generally only to be used for private parties.

7. Staff are to be trained in the licensing objectives.

### **Prevention of Crime & Disorder**

1. No drinks promotions are to be used.

### **Public Safety**

1. The maximum capacity of the venue is 109 people.

### **Prevention of Public Nuisance**

1. No bottles or glasses are allowed outside.

### **Protection of Children**

1. There is to be no adult entertainment.

2. A proof of age scheme is to be in place and staff are to be trained in using the scheme.

### **Complaints - Party in the Park Event**

Three complaints were received by the council about the Party in the Park event in 2011 and one complaint in 2013. There is no evidence that any further complaints have received in subsequent years. In 2011 as the complaints were received after the event, the Environmental Protection team advised the Playing Fields Committee to a complete a noise management plan.

### **Live and Recorded Music**

Due to amendments to the Licensing Act 2003, live and recorded music can take place at the premises without the need for it to further authorised by a premises licence from 08:00 to 23:00, providing the premises are open for the supply of alcohol 'On' the premises AND it takes place before an audience of no more than 500. Further, any conditions added on a determination of an application for a premises licence which relate to live and recorded music remain in place, but are suspended between the hours of 08.00 and 23.00 on the same day

### **Temporary Event Notices (TEN'S)**

TEN's can be used to authorise licensable activities such as sale of alcohol at premises for a period of time not exceeding 168 hours where no more than 499 people will be present at any one time. The notice giver will specify the premises, number of people and how long the event will last. A single premises can be used for up to 15 TEN's in one year as long as the total number of days is not more than 21. The consultees for TEN's are only the Police and Environmental Health. It is not possible to add conditions to a Temporary Event Notice unless there is already a premises licence in place AND a representation is received from one or both of the consultees AND the committee feel it is appropriate to apply relevant conditions from the premises licence to the TEN.

### **Further Information**

In determining the application with a view to promoting the licensing objectives in the overall interests of the community, the Committee must have regard to and give appropriate weight to the following considerations:

- Any relevant and valid representation (including supporting documentation received)
- The Latest Guidance issued under s182 of the Act
- The Statement of Licensing Policy issued in January 2014.
- The steps appropriate to promote the licensing objectives as set out in s18(4)
- Human Rights considerations in particular Article 6, Article 8 and Article 1 of Protocol 1

### **Options**

The options available to the committee are stated at section 18 of the Licensing Act 2003 and are as follows:

- Grant the licence subject to such conditions which are consistent with the operating schedule modified to such extent as the Authority considers appropriate for the promotion of the Licensing Objectives and any condition, which must under s19-21, be included in the licence s18(4)(a)(i)(ii) together with the current mandatory conditions.





## South Somerset District Council

- Exclude from the scope of the licence any of the licensable activities to which the application relates s18(4)(b)
- Refuse to specify a person in the licence as the premises supervisor s18(4)(c)
- Reject the application s18(4)(d).

### Right of Appeal

Schedule 5 of the Licensing Act 2003 sets out the rights and procedures for making appeals against the decision of the Licensing Authority:

Where the Licensing Authority has rejected an application for a premises licence, the applicant may appeal to the Magistrates' Court against the decision to reject.

Where the Licensing Authority has granted the licence, the holder of the licence may appeal to the Magistrates Court against any decision to impose conditions on the licence that are consistent with the operating schedule or imposed where having regard to any relevant representations, are considered appropriate to promote the licensing objectives.

Where the Licensing Authority has granted the licence subject to the exclusion of any of the licensable activities or refused to specify a person as the premises supervisor, the holder of the licence may appeal to the Magistrates Court against the decision.

Where a person who made a relevant representation desires to contend that the licence ought not to have been granted, or that on granting the licence, the Licensing Authority ought to have imposed different or additional conditions, or ought to have taken a step to exclude a licensable activity or refused to have specified a person as the premises supervisor, he may appeal against the decision to the Magistrates Court.

The appellant commences the appeal by giving a notice of appeal to the designated officer for the Magistrates' court within 21 days beginning with the day on which the applicant was notified by the Licensing Authority of the decision appealed against.

On determining the appeal, the court may,

- Dismiss the appeal
- Substitute for the decision appealed against any other decision which could have been made by the Licensing Authority; or
- Remit the case to the Licensing Authority to dispose of it in accordance with the direction of the court.

and may make such order as to costs as it thinks fit.

### Background Papers

Licensing Act 2003

SI 2005 No. 44 Licensing Act 2003 (Hearings) (Regulations) 2005



SI 2005 No. 42 Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005

SI 2010 No.860 Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010

The Latest Guidance issued under section 182 of the Licensing Act 2003.

The Statement of Licensing Policy for South Somerset District Council January 2014.

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

**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

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

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

I/We Tatworth Playing Fields Committee

*(Insert name(s) of applicant)*

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

**Part 1 – Premises details**

Postal address of premises or, if none, ordnance survey map reference or description <b>Tatworth Pavilion Tatworth Playing Fields Post Office Lane Tatworth</b>			
<b>Post town</b>	Chard	<b>Postcode</b>	TA20 2QU

Telephone number at premises (if any)	
Non-domestic rateable value of premises	<b>£0.00</b>

**Part 2 - Applicant details**

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

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

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

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

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a

statutory function or

a function discharged by virtue of Her Majesty's prerogative

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over <input type="checkbox"/> Please tick yes			
<b>Nationality</b>					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

**SECOND INDIVIDUAL APPLICANT (if applicable)**

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
<b>Nationality</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

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

<b>Name</b> Tatworth Playing Fields Committee
<b>Address</b> Tatworth Pavilion Tatworth Playing Fields Post Office Lane Tatworth Chard TA20 2QU
<b>Registered number (where applicable)</b> 308115
<b>Personal licence Number</b>
<b>Description of applicant (for example, partnership, company, unincorporated association etc.)</b> Charity

Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start? ASAP

DD	MM	YYYY
01	01	2021

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

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)  
 Tatworth Pavilion is a single storey block built building which is set within the Tatworth Playing Fields (approximately 5 acres in total), a community owned recreational facility. The building comprises of changing facilities for teams using the facilities, an implement store for the storage of outdoor maintenance equipment, a meeting room and a bar/social area. Overall the pavilion is approximately 300m<sup>2</sup> and the bar area is approximately 80m<sup>2</sup> of the total area. The license application also covers the consumption of alcohol in the Playing Fields. This is because we would like to be able to allow the consumption of alcohol in the outdoor areas by spectators of sporting fixtures and at specific events held on the Playing Fields. The Playing Fields currently hosts 2 football teams who play in a league and also has facilities for a Cricket team (although this is not currently utilised). The pavilion is a key part of the facilities offered at the Playing Fields, and having a licensed premises will allow the pavilion to raise funds for the Playing Fields which are solely funded by the charity.

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

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

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

- |   |                            |
|---|----------------------------|
| Provision of regulated entertainment (please read guidance note 2)  | Please tick all that apply |
| a) plays (if ticking yes, fill in box A)  | <input type="checkbox"/>   |
| b) films (if ticking yes, fill in box B)  | <input type="checkbox"/>   |
| c) indoor sporting events (if ticking yes, fill in box C)   | <input type="checkbox"/>   |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D)  | <input type="checkbox"/>   |
| e) live music (if ticking yes, fill in box E)   | X                          |
| f) recorded music (if ticking yes, fill in box F)   | X                          |
| g) performances of dance (if ticking yes, fill in box G)  | <input type="checkbox"/>   |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input type="checkbox"/>   |

**Provision of late night refreshment** (if ticking yes, fill in box I)

**Supply of alcohol** (if ticking yes, fill in box J)

X

**In all cases complete boxes K, L and M**

**E**

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the performance of live music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	X
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4) We would like to hold up to 3 fundraising events for the Playing Fields a year. On these events we would like to have live amplified music outside or within the pavilion.		
Mon					
Tue					
Wed			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5) As stated above we are only intending to hold up to 3 events a year with live music		
Thur					
Fri	16:00	23:00	<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat	16:00	23:00			
Sun					



**F**

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4) We would like to hold up to 3 fundraising events for the Playing Fields a year. On these events we would like to have recorded amplified music outside or within the pavilion – these are the same events as detailed in section E above.		
Tue					
Wed			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5) As stated above we are only intending to hold up to 3 events a year with recorded music – these are the same events as detailed in section E above.		
Thur					
Fri	16:00	23:00	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat	16:00	23:00			
Sun					

**J**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	12.00	23.59			
Tue	12.00	23.59			
Wed	12.00	23.59			
Thur	12.00	23.59	<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	12.00	23.59			
Sat	12.00	23.59			
Sun	12.00	23.59			

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

<b>Name</b>	
<b>Date of birth</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Personal licence number (if known)</b>	
<b>Issuing licensing authority (if known)</b>	
South Somerset District Council	

**K**

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

N/A

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<u>State any seasonal variations</u> (please read guidance note 5)
Day	Start	Finish	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)
Mon	12.00	01:00	
Tue	12.00	01:00	
Wed	12.00	01:00	
Thur	12.00	01:00	
Fri	12.00	01:00	
Sat	12.00	01:00	
Sun	12.00	01:00	

## M

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

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

The steps the Tatworth Pavilion take to ensure we comply with the 4 licensing objectives are detailed below. Training of all bar staff in their responsibility to ensure we meet these objectives is key to ensuring compliance. The Playing Fields Committee meet on a regular basis, (typically monthly, but a minimum of quartley). At these meeting any issues relating to the licensing objectives will be reviewed and where appropriate additional corrective and preventative actions will be put into place.

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

All persons working behind the bar will be fully trained to ensure that no person who is knowingly drunk, disorderly or underage will be served intoxicating alcohol. Such training will be repeated every 12 months and records of all training will be maintained. The training will include the requirement for any person looking under the age of 25 will be asked to provide photographic evidence of age by means of a passport, driving license. Any failures to provide proof of age will be recorded on a refusals register. These records will be made available to the Licensing Authority or Police Officers upon request.

**c) Public safety**

There will be a risk assessment carried out to cover the licensed bar area. Specific areas covered will be the use of plastic glasses for outdoor use, the provision of fire extinguishers in appropriate positions, maintenance of hygiene standards.

**d) The prevention of public nuisance**

Notices shall be erected at the exit doors of the premises asking patrons to leave the premises quietly and to respect neighbouring properties

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

As the Playing Fields are used for various sporting activities (for example Youth Football) it is not possible to prevent access to any minors who are not accompanied by an adult. Through training of all bar staff and notices displayed within the establishment all patrons will be aware of our implementation of the challenge 25 policy. Instructions for bar staff will be clearly displayed in the bar area to act as a contact reminder of their responsibilities.

**Checklist:**

**Please tick to indicate agreement**

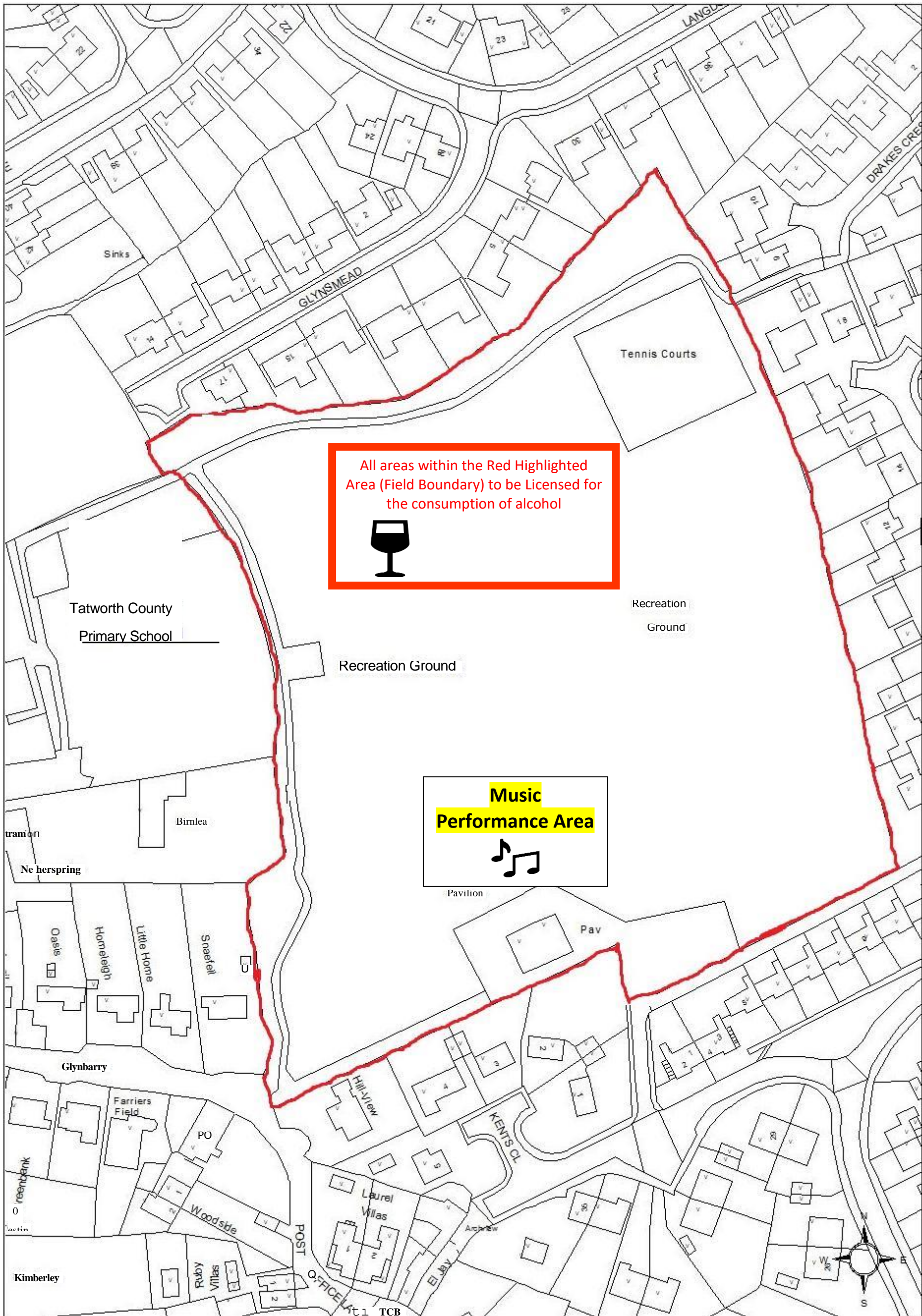
- I have made or enclosed payment of the fee. x
- I have enclosed the plan of the premises. x
- I have sent copies of this application and the plan to responsible authorities and others where applicable. x
- I have enclosed the consent form completed by the individual I wish to be designated premises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

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

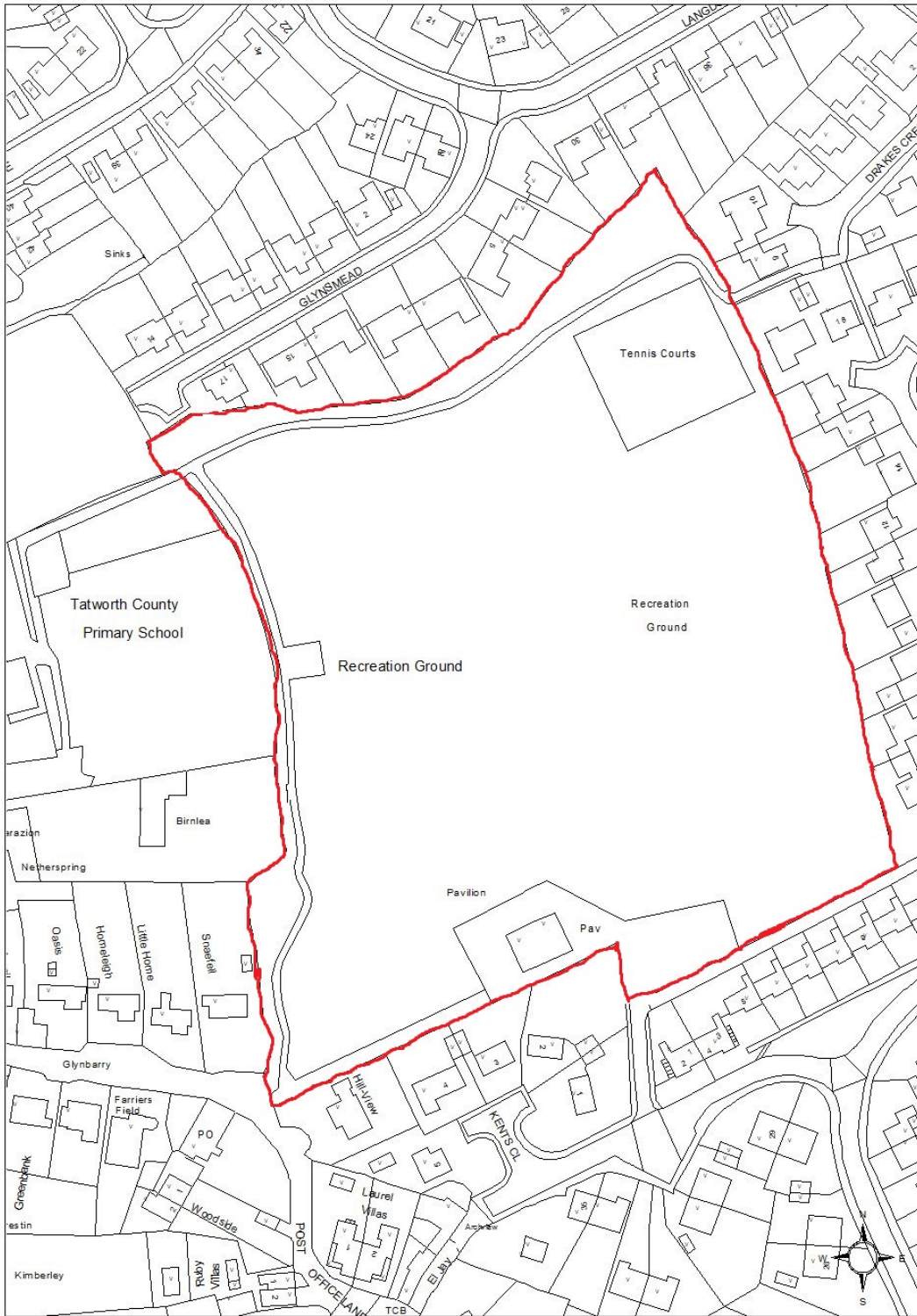
**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**













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

Document is Restricted

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of the Local Government Act 1972.

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