

LICENSING SUB-COMMITTEE

MINUTES OF MEETING HELD ON THURSDAY 22 JUNE 2023

Present: Cllrs Brian Heatley, Sarah Williams and Les Fry

Also present: Mr David Mounjoy (Applicant for Wilkswood Farm), Mr Aron Traynor (Premises Supervisor for Wilkswood Farm), and Mr Naga Rajesh (Agent for Holton Heath) and Mr Nallamothu Suryateja (Area manager for Holton Heath).

Present Remotely: Cllr Ian Vaughan-Arckbuckle (Against the application Wilkswood Farm).

Officers present (for all or part of the meeting):

Elaine Tibble (Senior Democratic Services Officer), Lara Altree (Senior Lawyer - Regulatory), Kathryn Miller (Senior Licensing Officer) and John Miles (Democratic Services Officer Apprentice)

28. **Election of Chairman and Statement for the Procedure of the Meeting**

Proposed by Cllr Brian Heatley, seconded by Cllr Sarah Williams.

Decision: that Cllr Les Fry be elected as chairman for the duration of the meeting.

29. **Apologies**

Apologies for absence were received from Cllrs Emma Parker, Andrew Starr, and Mike Dyer, substituted by Cllrs Brian Heatley and Sarah Williams.

30. **Declarations of Interest**

No declarations of disclosable pecuniary interests were made at the meeting.

31. **Urgent items**

There were no urgent items.

32. **Variation of Premises Licence for Wilkswood Farm, Swanage**

The Senior Licensing Officer presented the report to consider an application to vary a premises licence for Wilkswood Reggae Festival. To vary the licence to add Thursday to the current licenced area, with the following: Supply of alcohol on and off the premises to commence at 09.00 on Thursday and to go through to 02.00 hours on Monday. Live music, recorded music, and the performance of dance

between 10.00 AM and 02.00 hours and late-night refreshment indoors and outdoors between 23.00 and 05.00 hours.

The Licensing Team, Environmental Health and the Police had received no complaints concerning the licence.

The applicant informed the Sub-Committee that they had applied for a temporary event notice (TEN) last year for the Thursday so that they could invite the locals for a soft opening and improve relations within the community. The festival was a family friendly reggae festival which had a capacity of 2500 people. The farm is situated within a valley which naturally traps noise and amplified music had been restricted in the campsite and the aim was to keep this area a quiet zone for the children.

Cllr Vaughan-Arckbuckle made the committee aware that he did not represent the local council for this case and lived in the closest house to the reggae festival and had experienced the festival for 4-5 years. He covered issues such as, the unbearable noise past midnight, the inability to contact event organisers and noise reports to the police by locals. He requested for monitors in the field to be installed to monitor the noise and a telephone number provided. He did not object to the extra day and had not contacted Dorset Council with any complaints.

Mr Traynor responded to the objections made by informing that there was a direct contact number distributed to local residents by letter and the TEN applied for last year was successful.

He added that noise was reduced from 9 pm and then reduced again at midnight and agreed to set up a WhatsApp group for residents to be able to use if issues arise and a community group.

All parties were given the opportunity to have their say and sum up.

33. New Premises Licence Application for Holton Heath Service Station, Wareham Road, Poole

The Senior Licensing Officer presented the report to consider a new premises licence for Holton Heath Service Station and the application was to supply alcohol off the premises, Monday to Sunday from 06.00 hours to 23.00 hours.

The objector was unable to attend the meeting.

The applicant went through the management structure of the organisation. As licensing conditions the applicant put forward some measures such as, a full set of CCTV systems, all standard safety measures, staff training, challenge 25 policy, and working with local authorities. He addressed the objectors concerns such as, noise disturbance from passing vehicles, the sale of alcohol and licensing objectives. He responded to these concerns by highlighting that customers must slow down to get in and out of the service station, the alcohol would be a small part of grocery store, the premises would be open from 6-11 pm, 7 days a week and conditions and management structures would be in place to protect licensing objectives.

All parties were given the opportunity to have their say and sum up their case.

34. **Exempt Business**

Proposed by Cllr Brian Heatley, seconded by Cllr Sarah Williams.

Decision

That the press and the public be excluded for the following item(s) in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).

Wilkswood Farm

Decision: To VARY the Premises Licence to add the Thursday and extend the hours on the Friday for the area of the barns and main courtyard, with the addition of one new condition as set out below to permit the following:

Live music (indoors and outdoors):

Thursday 10:00 to 02:00 hours
Friday 10:00 to 02:00 hours
Saturday 10:00 to 02:00 hours
Sunday 10:00 to 00:00 hours

Recorded Music (indoors and outdoors):

Thursday 10:00 to 02:00 hours
Friday 10:00 to 02:00 hours
Saturday 10:00 to 02:00 hours
Sunday 10:00 to 00:00 hours

Performance of Dance (indoors and outdoors)

Thursday 10:00 to 02:00 hours
Friday 10:00 to 02:00 hours
Saturday 10:00 to 02:00 hours
Sunday 10:00 to 00:00 hours

Late Night Refreshment (indoors and outdoors)

Thursday 2300 to 05:00 hours
Friday 2300 to 05:00 hours
Saturday 2300 to 05:00 hours
Sunday 2300 to 00:00 hours

Sale of alcohol (on and off the premises):

Thursday 09:00 to 00:00
Friday 00:00 to 00:00
Saturday 00:00 to 00:00
Sunday 00:00 to 00:00
Monday 00:00 to 02:00

Premises Opening Hours

Thursday 09:00 to 00:00

Friday 00:00 to 00:00

Saturday 00:00 to 00:00

Sunday 00:00 to 00:00

Monday 00:00 to 02:00

All other licensable activities remain unchanged.

New Condition Added to the Licence

A direct telephone number for a manager at the premises shall be publicly available at all times when the premises is open.

This telephone number is to be made available to residents and businesses in the vicinity.

Holten Heath

Decision: To GRANT a Premises Licence with the usual mandatory conditions and the conditions consistent with the Operating Schedule and agreed with Dorset Police as set out below, to permit the following:

Sale of alcohol (off the premises)

Monday to Sunday 06:00-23:00 hours

Conditions Consistent with the Operating Schedule and requested by Dorset Police

1.The premises will be managed and controlled by a responsible person at all times. The Designated Premises Supervisor will be on the premises or contactable during the operating hours of the premises.

2.The premises shall install and maintain a comprehensive CCTV system both internally and externally. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum of 30 days with correct date and time stamping. A documented check of the CCTV shall be completed weekly to ensure all cameras remain operational and the 30 days storage for recordings is being maintained. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to the public. This staff member must be able to show a Police or authorised Council officer recent data or footage with the absolute minimum of delay when requested. CCTV shall be downloaded on request of the Police or authorised officer of the Council. Appropriate signage advising customers of CCTV being in operation shall be prominently displayed in the premises.

3.Spirits (with the exception of spirit mixers and premixed spirit drinks) will be located behind the counter.

4.All staff involved in the sale of alcohol shall receive training on the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attached to the Premises Licence. Refresher training shall be provided at least once every six months. A record shall be maintained of all staff training and that record shall be signed and dated by the person receiving the training and the trainer. The records shall be kept for a minimum of 12 months and made available for inspection by Police, Licensing or other authorised officers.

5.The DPS will ensure that an incident report register is maintained on the premises to record incidents such as anti-social behaviour. The incident report register will contain consecutively numbered pages, the date and time of the incident, details of the nature of the incident, the names of any staff involved or to whom the incident was reported, the names and numbers of any police officers attending, the police incident number, names and addresses of any witnesses and confirmation of whether there is CCTV footage of the incident. The incident report register will be kept on the premises and produced for inspection immediately on the request of an authorised officer or Police.

6.Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification, such as a driving licence or passport, or holographically marked PASS scheme identification cards. Only identification documents shown in a physical format shall be accepted. Documents presented on mobile devices will not be accepted. Appropriate signage advising customers of the age verification policy shall be prominently displayed in the premises. The EPOS terminal will have a till prompt for staff whenever alcohol and/or tobacco are attempted for sale.

7.A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale, a description of the person refused, why they were refused (eg no ID, fake ID) and the name of the member of staff who refused the sale. The log shall be kept on the premises and shall be made available for inspection by the Police or an authorised officer of the Council at all times when the premises is open.

Duration of meeting: 10.00 - 11.16 am

Chairman

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