



Licensing Sub-Committee

Date: Thursday, 21 September 2023
Time: 1.00 pm
Venue: Council Chamber, County Hall, Dorchester, DT1 1XJ

Members (Quorum: 3)
Les Fry, Andrew Starr and Sarah Williams

Chief Executive: Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services
Meeting Contact 01305 224202 elaine.tibble@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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Agenda

Item		Pages
1.	ELECTION OF CHAIRMAN AND STATEMENT FOR THE PROCEDURE OF THE MEETING	3 - 6
	To elect a Chairman for the meeting and the Chairman to present and explain the procedure for the meeting.	
2.	APOLOGIES	
	To receive any apologies for absence.	
3.	DECLARATIONS OF INTEREST	
	To disclose any pecuniary, other registrable or non-registrable interests as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration. If required, further advice should be sought from the Monitoring Officer in advance of the meeting.	

4. URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

5. NEW PREMISES LICENCE APPLICATION FOR SHERBORNE HOUSE, SHERBORNE

7 - 70

An application has been made for a new premises licence for Sherborne House for the sale of alcohol, late night refreshment, Plays, Films, Indoor Sporting Events, Live Music, Recorded Music, Performances of Dance, anything of a similar description within (e), (f) or (g). The application has been out to public consultation and has attracted relevant representations. A Licensing Sub Committee must consider the application and representations at a public hearing.

6. EXEMPT BUSINESS

To move the exclusion of the press and the public for the following item 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).

The public and the press will be asked to leave the meeting whilst the item of business is considered.



THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005

Rights of a Party

1. A party has the right to attend the hearing and may be represented by any person.
2. A party is entitled to give further information where the authority has asked for clarification.
3. A party can question another party, and/or address the authority, with consent of the authority.

Failure to Attend

4. If the authority is informed a party does not wish to attend, the hearing may proceed in their absence.
5. If a party has not indicated their attendance and fails to attend the hearing may be adjourned if considered in the public interest, or hold the hearing ensuring the party's representation is considered.
6. Where the authority adjourns the hearing it shall notify the parties of the date, time and place.

Procedural Information

7. At the start of the hearing, the authority shall explain the procedure which it proposes to follow and shall consider any request for permission for another person to appear at the hearing.
8. A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that it is required.
9. The authority will allow the parties an equal maximum period of time in which to speak.
10. The authority may require any person behaving disruptively to leave, and may refuse that person to return, but such a person may, before the end of the hearing, submit in writing information they would have been entitled to give orally had they not been required to leave.

FOOTNOTE:

In relation to all other matters governed by the Licensing Act 2003 (Hearings) Regulations 2005 any party or their representative may contact the Licensing Services at Dorset Council and they will be provided with a full copy of the regulations on request.

LICENSING SUB-COMMITTEE PROCEDURE

1. At the start of the meeting the Chairman will introduce:
 - the members of the sub-committee
 - the council officers present
 - the parties and their representatives
2. The Chairman will then deal with any appropriate agenda items.
3. The Licensing Officer will be asked to outline the details of the application, including details of any withdrawn representations.
4. The applicant or their representative is then invited to present their case.
5. Committee members will be invited to ask questions.
6. Where appropriate the Responsible Bodies e.g. representatives of Police, Fire Services, Environmental Services or Trading Standards will be invited to address the sub-committee on any relevant representations they may have.
7. The Chairman may then allow an opportunity for questions.
8. The Chairman will ask any person who has made representations, who have already expressed a wish to do so, to address the sub-committee. The sub-committee will have read all the papers before them, including any letters of representation. Members of the public are asked to keep their comments concise and to the point.
9. All parties will be given the opportunity to “sum up” their case.
10. The Chairman will ask the Legal Advisor if all relevant points have been addressed before advising all parties present that the sub-committee will withdraw from the meeting to consider its decision in private. The sub-committee will be accompanied by the Democratic Services Officer and the Legal Advisor can be called upon to offer legal guidance.
11. The Chairman will:
 - advise when the sub-committee’s decision will be confirmed in writing.
 - Inform those present of their right to appeal to the Magistrates’ Court.

NOTE

The Chairman may vary this procedure, as circumstances require but will have regard to the rules of natural justice and the Licensing Act 2003 (Hearings) Regulations 2005.

The meeting will take place in public. However, the public can be excluded from all or part of the meeting where the sub-committee considers that the public interest in so doing outweighs the public interest in the meeting or that part of the meeting, taking place in public.

Under no circumstances must the parties or their witnesses offer the sub-committee information in the absence of the other parties.

The Chairman and the Sub-Committee have discretion whether to allow new information or documents to be submitted and read at the meeting.

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Licensing Sub Committee

21 September 2023

New premises licence application for Sherborne House, Sherborne

For Decision

Portfolio Holder: Cllr L Beddow, Culture and Communities

Local Councillor(s): Cllrs J Andrews

Executive Director: J Sellgren, Executive Director of Place

Report Author: Roy Keepax

Job Title: Senior Licensing Officer

Tel: 01305 838028

Email: roy.keepax@dorsetcouncil.gov.uk

Report Status: Public

Brief Summary: An application has been made for a new premises licence for Sherborne House for the sale of alcohol, late night refreshment, Plays, Films, Indoor Sporting Events, Live Music, Recorded Music, Performances of Dance, anything of a similar description within (e), (f) or (g). The application has been out to public consultation and has attracted relevant representations. A Licensing Sub Committee must consider the application and representations at a public hearing.

Recommendation: The Sub-Committee determines the application in the light of written and oral evidence and resolves to take such steps as it considers appropriate and proportionate for the promotion of the licensing objectives of;

- a) The prevention of crime and disorder
- b) The prevention of public nuisance
- c) Public safety
- d) The protection of children from harm

The steps that the Sub-Committee may take are:

- a) to grant the licence subject to such conditions as the authority considers appropriate for the promotion of the licensing objectives, and the mandatory conditions;
- b) to exclude from the scope of the licence any of the licensable activities to which the application relates;

- c) to refuse to specify a person in the licence as the designated premises supervisor;
- d) to reject the application.

Reason for Recommendation: The Sub-Committee must consider the oral representations and information given at the hearing before reaching a decision.

1. Background

- 1.1 Section 4 of the Licensing Act 2003 sets out the duties of the Licensing Authority, it sets out that a Council's licensing functions must be carried out with a view to promoting the four licensing objectives of:
 - (a) the prevention of crime and disorder;
 - (b) public safety;
 - (c) the prevention of public nuisance; and
 - (d) the protection of children from harm.
- 1.2 All applications and decisions are made with due regard to the Licensing Act 2003 (the Act), the Revised Guidance issued under Section 182 of the Licensing Act 2003 (the Guidance) and the Dorset Council Statement of Licensing Policy (the Policy).

2. Details of the application

- 2.1 An application has been made for a new premises licence application for Sherborne House, Newland, Sherborne by Sherborne House Enterprises Limited. The application, Operating Schedule (with proposed conditions) and floor plan can be found at Appendix 1.
- 2.2 The description of the premises within the application form is:

“Events and arts exhibition venue with a café, restaurant and other flexible office, studio and workshop spaces.”
- 2.3 The application is to permit:

A. Plays (Indoors and Outdoors)
Monday to Sunday 10:00 – 01:00
Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

B. Films (Indoors and Outdoors)
Monday to Sunday 10:00 – 01:00
Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

C. Indoor Sporting Events

Monday to Sunday 10:00 – 01:00

Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

E. Live Music (Indoors and Outdoors)

Monday to Sunday 10:00 – 01:00

Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

F. Recorded Music (Indoors and Outdoors)

Monday to Sunday 10:00 – 01:00

Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

G. Performances of Dance (Indoors and Outdoors)

Monday to Sunday 10:00 – 01:00

Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

H. Anything of a similar description to that falling within (e), (f) or (g), (Indoors and Outdoors)

Monday to Sunday 10:00 – 01:00

Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

I. Late night refreshment (Indoors)

Monday to Sunday 23:00 – 01:00

On New Years Eve, from 23:00 until 05:00 New Years Day

I. Supply of Alcohol (On and Off)

Monday to Sunday 10:00 – 01:00

Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

I. Hours premises are open to the public

Monday to Sunday 07:00 – 01:30

Premises shall be open for the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

3 Responsible Authorities

- 3.1 Section 13 of the Licensing Act contains the list of Responsible Authorities who must be consulted on each application. Dorset Police, Dorset and Wiltshire Fire Service, Public Health Dorset, the Immigration Authority, Dorset Council Trading Standards, Dorset Council Children's Services, Dorset Council Planning, Dorset Council Licensing, Dorset Council Environmental Protection and Dorset Council Health and Safety have all been consulted.
- 3.2 There were no representations from any of the Responsible Authorities except a request for an additional condition be added to the licence by Environmental Health which the applicant has agreed to add to the licence if the licence was to be granted. This conversation can be found at appendix 2.

4 Representations from Other Persons

- 4.1 There were 3 relevant representations received from members of the public. Their representation can be found at appendix 3.
- 4.2 The representations contain some matters relating to the advertisement of the application. The notices were placed on or near the premises in two locations and the notice was advertised in the Western Gazette. The licence was advertised in the correct manor as required within the Licensing Act 2003.
- 4.3 The main concerns from the interested parties were the finishing times, along with the level of noise these finishing times would entail placing their concerns under the prevention of public nuisance objective.
- 4.4 The applicant's agent sent a letter of mediation to all interested parties via the licensing authority, this can be found at appendix 4.
- 4.5 The Licensing Act 2003 Section 182 Guidance (the Guidance) sets out at 8.13 the role of "other persons":

"As well as responsible authorities, any other person can play a role in a number of licensing processes under the 2003 Act. This includes any individual, body or business entitled to make representations to licensing authorities in relation to applications for the grant, variation, minor variation or review of premises licences and club premises certificates, regardless of their geographic proximity to the premises. In addition, these persons may themselves seek a review of a premises licence. Any representations made by these persons must be 'relevant', in that the representation relates to one or more of the licensing objectives. It must also not be considered by the licensing authority to be frivolous or vexatious. In the case of applications for reviews, there is an additional requirement that the grounds for the review should not be considered by the licensing authority to be repetitious. Chapter 9 of this guidance

(paragraphs 9.4 to 9.10) provides more detail on the definition of relevant, frivolous and vexatious representations.

4.6 The Guidance states at paragraph 9.4 what a “relevant” representation is;

“A representation is “relevant” if it relates to the likely effect of the grant of the licence on the promotion of at least one of the licensing objectives. For example, a representation from a local businessperson about the commercial damage caused by competition from new licensed premises would not be relevant. On the other hand, a representation by a businessperson that nuisance caused by new premises would deter customers from entering the local area, and the steps proposed by the applicant to prevent that nuisance were inadequate, would be relevant. In other words, representations should relate to the impact of licensable activities carried on from premises on the objectives.”

5. Considerations

5.1 Paragraphs 9.42 to 9.44 of the Section 182 Guidance sets how the Licensing Authority should decide what actions are appropriate.

“9.42 Licensing authorities are best placed to determine what actions are appropriate for the promotion of the licensing objectives in their areas. All licensing determinations should be considered on a case by-case basis. They should take into account any representations or objections that have been received from responsible authorities or other persons, and representations made by the applicant or premises user as the case may be.

9.43 The authority’s determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve.

9.44 Determination of whether an action or step is appropriate for the promotion of the licensing objectives requires an assessment of what action or step would be suitable to achieve that end. While this does not therefore require a licensing authority to decide that no lesser step will achieve the aim, the authority should aim to consider the potential burden that the condition would impose on the premises licence holder (such as the financial burden due to restrictions on licensable activities) as well as the potential benefit in terms of the promotion of the licensing objectives. However, it is imperative that the authority ensures that the factors which form the basis of its determination are limited to consideration of the promotion of the objectives and nothing outside those parameters. As with the consideration of licence variations, the licensing authority should consider wider issues such as other conditions already in place to mitigate potential negative impact on the promotion of the licensing objectives and the track record of the business. Further advice on determining what is appropriate when imposing conditions on a licence or certificate is provided in Chapter 10. The licensing authority is expected to come to its determination based on an assessment of the evidence on

both the risks and benefits either for or against making the determination.”

6 Financial Implications

Any decision of the Sub Committee could lead to an appeal by any of the parties involved that could incur costs.

7 Natural Environment, Climate & Ecology Implications

None.

Well-being and Health Implications

None.

8 Other Implications

None.

9 Risk Assessment

9.1.1 **HAVING CONSIDERED:** the risks associated with this decision; the level of risk has been identified as:

Current Risk: Low

Residual Risk: Low

10 Equalities Impact Assessment

Not applicable

11 Appendices

Appendix 1 – premises licence application and plan.

Appendix 2 – conditions requested by Environmental Health.

Appendix 3 – representations from interested parties.

Appendix 4 – Copy of Mediation Letter to Interested parties.

12 Background Papers

[Licensing Act 2003](#)

[Home Office Guidance issued under Section 182 of the Licensing Act 2003](#)

[Dorset Council Statement of Licensing Policy 2021](#)

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 Sherborne House Enterprises Limited

(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 Sherborne House Newland			
Post town	Sherborne	Postcode	DT9 3JG

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£Unknown

Part 2 - Applicant details

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

Please tick as

- | | | |
|--|-------------------------------------|-----------------------------|
| a) an individual or individuals * | <input type="checkbox"/> | please complete section (A) |
| b) a person other than an individual * | | |
| i as a limited company/limited liability partnership | <input checked="" type="checkbox"/> | please complete section (B) |
| ii as a partnership (other than limited liability) | <input type="checkbox"/> | please complete section (B) |
| iii as an unincorporated association or | <input type="checkbox"/> | please complete section (B) |
| iv other (for example a statutory corporation) | <input type="checkbox"/> | please complete section (B) |
| c) a recognised club | <input type="checkbox"/> | 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)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/>		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
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)	
Surname			First names		
Date of birth over		I am 18 years old or		<input type="checkbox"/>	Please tick yes
Nationality					
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	
Daytime contact telephone number					
E-mail address (optional)					

(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.

Name Sherborne House Enterprises Limited
Address Hendford Manor 33 Hendford Yeovil England BA20 1UN
Registered number (where applicable) 13270147

Description of applicant (for example, partnership, company, unincorporated association etc.) Private Limited Company
Telephone number (if any)
E-mail address (optional)

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
A	S	A P

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) Events and arts exhibition venue with a café, restaurant and other flexible office, studio and workshop spaces.

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

N/A

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 checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input checked="" type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input checked="" 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) | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input checked="" type="checkbox"/> |

g) performances of dance (if ticking yes, fill in box G)

h) anything of a similar description to that falling within (e), (f) or (g)
(if ticking yes, fill in box H)

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

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

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>						
				Outdoors	<input type="checkbox"/>						
				Both	<input checked="" type="checkbox"/>						
Day	Start	Finish	Please give further details here (please read guidance note 4)								
Mon		01:00									
	10:00										
Tue		01:00									
	10:00										
Wed		01:00				State any seasonal variations for performing plays (please read guidance note 5)					
	10:00										
Thur		01:00									
	10:00										
Fri		01:00							Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 6)		
	10:00										
Sat		01:00									
	10:00										
Sun		01:00									
	10:00										

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)		Indoors	<input type="checkbox"/>
					Outdoors	<input type="checkbox"/>
					Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4) <u>State any seasonal variations for the exhibition of films</u> (please read guidance note 5) <u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 6) Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day			
Mon		01:00				
	10:00					
Tue		01:00				
	10:00					
Wed		01:00				
	10:00					
Thur		01:00				
	10:00					
Fri		01:00				
	10:00					
Sat		01:00				
	10:00					
Sun		01:00				
	10:00					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)	
Day	Start	Finish		
Mon		01:00	State any seasonal variations for indoor sporting events (please read guidance note 5)	
	10:00			
Tue		01:00		
	10:00			
Wed		01:00		
	10:00			
Thur		01:00		Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6) Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day
	10:00			
Fri		01:00		
	10:00			
Sat		01:00		
	10:00			
Sun		01:00		
	10:00			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 4)		
Tue			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Wed			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Thur					
Fri					
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input checked="" type="checkbox"/>			
Day	Start	Finish	Please give further details here (please read guidance note 4)					
Mon		01:00						
	10:00							
Tue		01:00						
	10:00							
Wed		01:00				State any seasonal variations for the performance of live music (please read guidance note 5)		
	10:00							
Thur		01:00						
	10:00							
Fri		01:00	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 (please read guidance note 6) Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day					
	10:00							
Sat		01:00						
	10:00							
Sun		01:00						
	10:00							

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4)		
Mon		01:00			
	10:00				
Tue		01:00	State any seasonal variations for the playing of recorded music (please read guidance note 5)		
	10:00				
Wed		01:00			
	10:00				
Thur		01:00	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 (please read guidance note 6)		
	10:00				
Fri		01:00	Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day		
	10:00				
Sat		01:00			
	10:00				
Sun		01:00			
	10:00				

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon		01:00	Please give further details here (please read guidance note 4)		
	10:00				
Tue		01:00			
	10:00				
Wed		01:00	State any seasonal variations for the performance of dance (please read guidance note 5)		
	10:00				
Thur		01:00			
	10:00				
Fri		01:00	Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6) Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day		
	10:00				
Sat		01:00			
	10:00				
Sun		01:00			
	10:00				

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon		01:00		Outdoors	<input type="checkbox"/>
	10:00			Both	<input checked="" type="checkbox"/>
Tue		01:00	<u>Please give further details here</u> (please read guidance note 4)		
	10:00				
Wed		01:00			
	10:00		<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)		
Thur		01:00			
	10:00				
Fri		01:00	<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
	10:00				
Sat		01:00			
	10:00		Premises shall be open for licensable activities from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day		
Sun		01:00			
	10:00				

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)					
Mon		01:00						
		23:00						
Tue		01:00						
		23:00						
Wed		01:00				<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
		23:00						
Thur		01:00						
		23:00						
Fri		01:00	<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6) On New Year's from 23.00 hours until 05:00 hours New Year's Day.					
		23:00						
Sat		01:00						
		23:00						
Sun		01:00						
		23:00						

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>			
				Off the premises	<input type="checkbox"/>			
				Both	<input checked="" type="checkbox"/>			
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)					
Mon		01:00						
	10:00							
Tue		01:00						
	10:00							
Wed		01:00						
	10:00							
Thur		01:00				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 (please read guidance note 6)		
	10:00							
Fri		01:00						
	10:00							
Sat		01:00						
	10:00							
Sun		01:00						
	10:00							

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):

Name DPS application to follow.	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

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).

Not applicable.

L

Hours premises are open to the public 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) Premises shall be open from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day
Mon		01:30	
	07:00		
Tue		01:30	
	07:00		
Wed		01:30	
	07:00		
Thur		01:30	
	07:00		
Fri		01:30	
	07:00		
Sat		01:30	
	07:00		
Sun		01:30	
	07:00		

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)

This application is subject to the accompanying operating schedule of conditions that will ensure licensable activities are performed in a way that does not undermine the licensing objectives.

We have also engaged in pre-application consultation with Dorset Council Licensing Unit and will continue to engage with residents and stakeholders throughout the statutory consultation period.

b) The prevention of crime and disorder

Please see attached operating schedule.

c) Public safety

Please see attached operating schedule.

d) The prevention of public nuisance

Please see attached operating schedule.

e) The protection of children from harm

Please see attached operating schedule.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [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).

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.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none">• [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).• The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
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Signature	[REDACTED]
Date	31 July 2023
Capacity	Solicitor to Applicant

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)	
[REDACTED]	
Post town	[REDACTED]
Postcode	[REDACTED]
Telephone number (if any)	[REDACTED]
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)	
[REDACTED]	

Notes for Guidance

1. Describe 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.
2. 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:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - 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.
 - 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.
 - 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.
 - 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:
 - 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.
 - 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.
 - 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.
- 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:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - 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;

- any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - 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.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the 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.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please 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.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. Please 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 or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.

15. 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.
- 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.

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.

Sherborne House

Newland

Sherborne

DT9 3JG

OPERATING SCHEDULE

Opening hours

- On each day of the week 07.00 to 0130

Hours for the provision of licensable activities

- **Sale of Alcohol (on and off sales)**
On each day of the week 1000 to 0100
- **Regulated Entertainment (indoors and outdoors)**

On each day of the week – 1000 to 0100

There shall be no regulated entertainment provided outdoors after 2300

- **Late Night Refreshment (indoors only)**

On each day of the week – 2300 to 0100

- **New Year's Eve**

Opening hours and the provision for all licensable activities - from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

Schedule of proposed conditions

GENERAL – ALL FOUR LICENSING OBJECTIVES

1. Any detail shown on the plan that is not required by the licensing plans regulations is indicative only and subject to change at any time
2. Locations of fire safety equipment and other safety equipment subject to change in accordance with the requirements of the Responsible Authorities or following a risk assessment.
3. A 30-minute drinking up time on top of the last permitted sale of alcohol to allow customers to use the toilet facilities and disperse from the premises.
4. Save for pre- arranged events and private functions, the sale of alcohol and the provision of licensable activities will cease at 2300
5. An Operational Management Plan (OMP) will be maintained and shared with the Licensing Authority, Police and other responsible authorities as requested
6. The OMP will include details on subjects such as, (but not limited to)
 - Site plan
 - Layout plans
 - Risk Assessments
 - Fire Risk Assessment,
 - Security Management Plan
 - Capacity control
 - Special effects
 - Alcohol Management Plan
 - Medical Management Plan
 - Noise Management Plan
 - Access, egress and dispersal Plan

- Child Welfare Policy

7. The OMP (and appendices) will be 'living' documents which will be reviewed and revised as necessary
8. The OMP will be shared with the Licensing Authority, and responsible authorities on request
9. The Premises Licence Holder must comply with the OMP
10. The position of points of sale for alcohol/external bars in the external areas of the premises shall not impede access or egress to and from the premises
11. Service and sales from any external bars/points of sale shall cease no later than 2300
12. Any external bar/point of sale will be supervised at all times when in use
13. Any external bar/point of sale will be inaccessible to customers when not in use

THE PREVENTION OF CRIME AND DISORDER

14. CCTV shall be in use at the premises.
 - (i) Where a CCTV system is to be installed, extended or replaced, it shall be to an appropriate standard as agreed with the Licensing Authority in consultation with the Police. Where a CCTV system is to be installed it shall be fully operational before the licence is used to authorise licensable activities.
 - (ii) The CCTV equipment shall be maintained in good working order and continually record when licensable activity takes place and for a period of two hours afterwards.
 - (iii) The premises licence holder shall ensure images from the CCTV are retained for a period of 31 days. This image retention period may be reviewed as appropriate by the Licensing Authority

- (iv) The correct time and date will be generated onto both the recording and the real time image screen.
 - (v) If the CCTV equipment (including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure the designated premises supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority and the Police shall be informed when faults are rectified.
 - (vi) The premises Licence holder shall ensure that there are trained members of staff available during licensable hours to be able to reproduce and download CCTV images into a removable format at the justified request of an authorised officer of the Licensing Authority or a constable.
 - (vii) There shall be clear signage indicating that CCTV equipment is in use and recording at the premises.
- 15.** The provision of door supervisors on the premises shall be risk assessed. A copy of the risk assessment shall be kept on the premises and made available for inspection by the Police and authorised officers of other responsible authorities on request.
- 16.** The risk assessment shall be reviewed and updated at least once every 12 months.
- 17.** Where door supervisors are employed on the premises the following conditions will apply:
- (a) The licensed door supervisors shall be employed solely for vetting, regulating, controlling and supervising patrons whilst entering and whilst on the premises and to ensure the maintenance of good order, public safety and internal security.
 - (b) A register shall be kept at the premises to record the details of the door supervisors, the number of persons on the premises and any incidents. The register shall be produced to authorised officers of the Council and Thames Police upon request.

- (c) The register shall contain the following details:
- a. Full SIA registration number.
 - b. Date and time that the Door Supervisor commenced duty, countersigned by the Designated Premises Supervisor or Duty Manager.
 - c. Date and time that the Door Supervisor finished work, countersigned by the Designated Premises Supervisor or Duty Manager.
 - d. Any occurrence or incident of interest involving crime and disorder, or public safety must be recorded giving names of the Door Supervisor involved.
 - e. Training records
 - f. ID Photo and scan of SIA badge
 - g. A record will be kept on site of all SIA checks, on the validity of all door staff licences.
 - h. The name, home address and registration number of all door supervisors working at the premises.
 - i. The door supervisor register must be kept at the premises and be available for inspection by the Police or an authorised officer from the Council and shall be retained for a period of 1 Year.

PUBLIC SAFETY

18. The premises licence holder shall require the DPS, or in his/her absence other responsible person, to keep an 'incident/refusals logbook in a bound book in which full details of all incidents are recorded.

19. This shall include details of any refused sales and shall give details of the persons involved, incident description, time and date, actions taken and final outcome of the situation. This shall be completed as soon as possible and, in any case, no later than the close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry.

20. The Incident Book is to be kept on the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a constable when required.

21. The premises licence holder, or the person appointed by the premises licence holder to be in charge of the premises when licensable activities are taking place, shall provide or have the unhampered use of a telephone on the licensed premises for use in an emergency.

THE PREVENTION OF PUBLIC NUISANCE

22. There shall be no regulated entertainment provided in any outdoor areas after 2300

23. Where any external area is to be used exclusively by the premises and indicated on the plan as such, such area will be properly managed to ensure that as far as practicable customers behave in such a way as to promote the licensing objectives

24. Where any external area, as shown on the plan, forms part of a communal seating area, provision will be made for the proper management of customers to ensure that as far as practicable customers behave in such a way as to promote the licensing objectives.

25. A dispersal policy will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each night's trading session do so quickly and quietly.

THE PROTECTION OF CHILDREN FROM HARM

26. All staff to be trained in the prevention of underage sales to a level commensurate with their duties. All such training to be updated as necessary, for instance when legislation changes.

27. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available

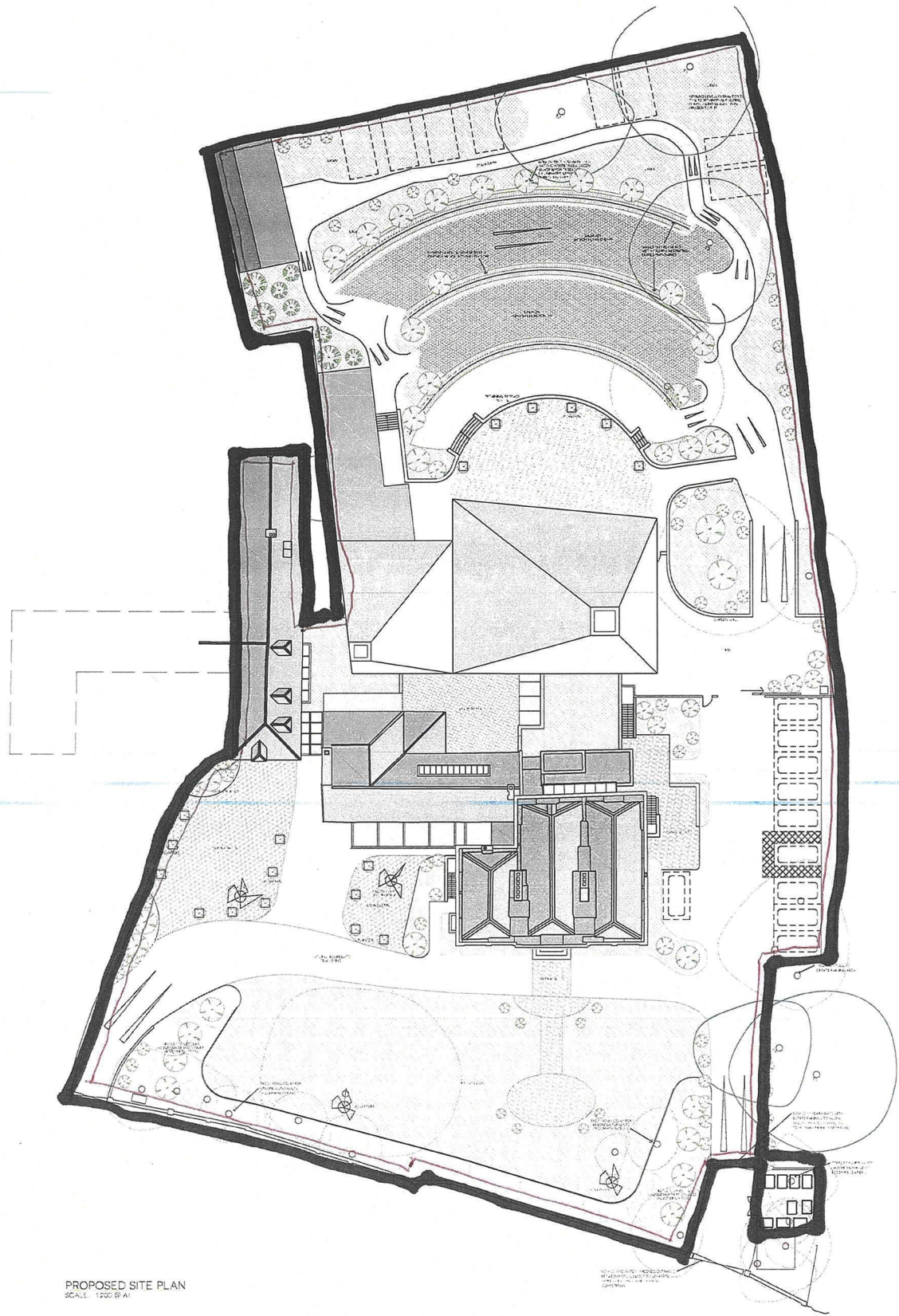
for inspection on request by an authorised officer of the Licensing Authority or a constable.

28. All training shall be refreshed at least every 12 months



29. At all times that the premises is operating under this licence, the Premises Licence Holder shall ensure that its staff operate a Challenge 25 Policy (to minimise the risk of alcohol being sold to underage customers). This Policy shall provide that before any sale of alcohol any person who appears to be under the age of 25 will be required to produce photo ID.

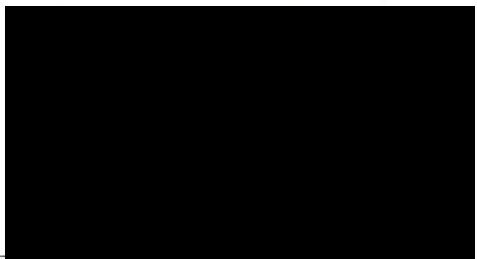
30. Valid identification is limited to:

- a) Passport
- b) Photo Driving Licence
- c) PASS Accredited Holographic Proof of Age Card
- d) National including EU Identity Card



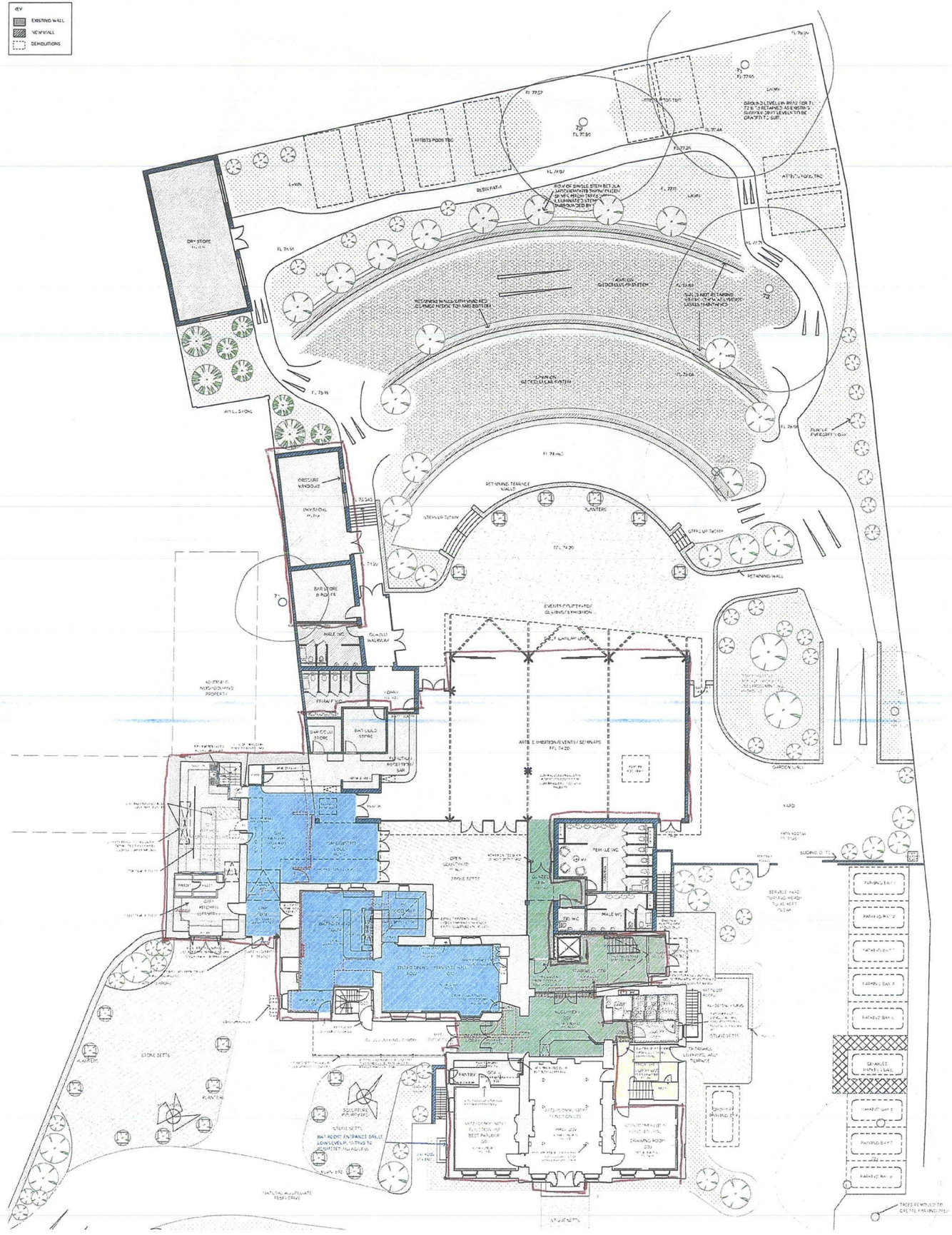
PROPOSED SITE PLAN
SCALE: 1:200 @ A1

-  Extent of Premises
-  Area for provision of licenseable activities (indoors & outdoors)



KEY

- EXISTING WALL
- NEW WALL
- DEMOLITIONS

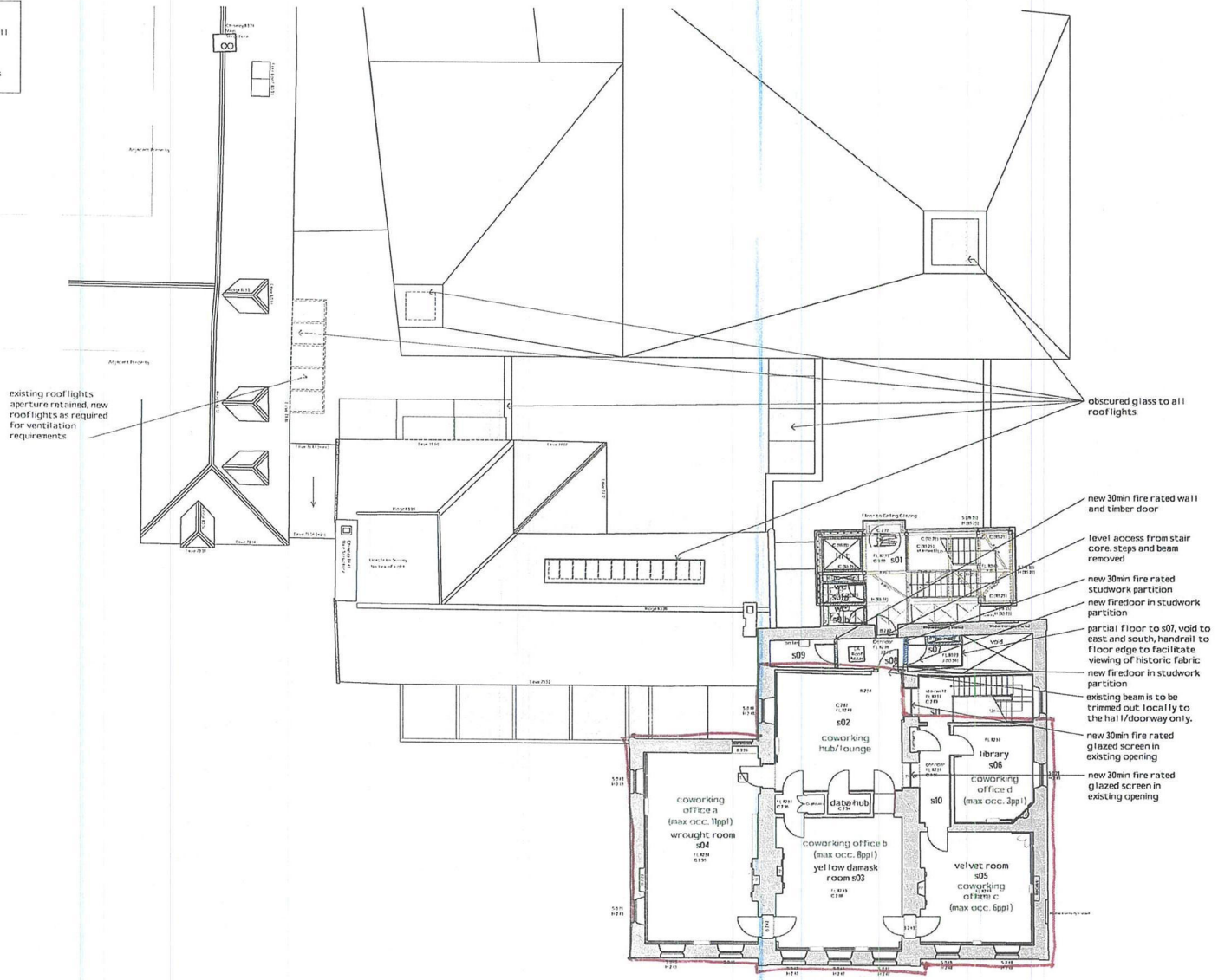


PROPOSED GROUND FLOOR PLAN
DATE: 15/02/14

— Area for provision of
viable activities
(indoors)

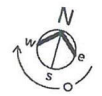


- key
- existing wall
 - new wall
 - demolitions



Area for provision of licensable activities (windows)

proposed second floor plan
scale: 1:100 @ a1



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Licensing

From: [REDACTED]
Sent: 22 August 2023 10:10
To: Licensing
Cc: [REDACTED]
Subject: RE: New Premises Licence - Sherborne House

Follow Up Flag: Follow up
Flag Status: Completed

Categories: Roy

Good morning

Following correspondence with the applicant, they are sending an amended operating plan.
I will have no comment on this application.

Thank you
Roy

[REDACTED]
Technical Officer
Place Services
Dorset Council

[REDACTED]
dorsetcouncil.gov.uk



[REDACTED]

Good Afternoon All,

Please find attached a new premises licence

Any representations need to be received by 28th August 2023

Kind Regards

[REDACTED]
Senior Licensing Officer

**Place Services
Dorset Council**

[01305 838028](tel:01305838028)
dorsetcouncil.gov.uk



Licensing

From: [REDACTED]
Sent: 22 August 2023 17:54
To: Licensing
Subject: New Premises Licence - Sherborne House Newland Sherborne DT9 3JG

Follow Up Flag: Follow up
Flag Status: Completed

Categories: Roy

Roy

I hope all is well

We have been in discussions with the EHO ([REDACTED]) and have agreed that the following words be added to the operating schedule at condition 6 (the Operating Management Plan condition) after the words "Noise Management Plan" - *"this will include monitoring of noise levels at the nearest residential premises and noise levels adjusted accordingly"*

He will no doubt be in touch with you in due course

Have there been any other comments made to the application – and if so could you send these through to me?

I look forward to hearing from you.

With best wishes

[REDACTED]

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The COVID relaxation allowing all premises licence holders to carry out off sales is coming to an end on 30 September 2023.

Read our article [here](#) on what you will need to do to enable your premises to carry on making off sales post 30 September 2023

From: Licensing <licensing@dorsetcouncil.gov.uk>
Sent: 31 July 2023 14:49
To: [REDACTED]
Subject: RE: New Premises Licence - Sherborne House Newland Sherborne DT9 3JG

Hi [REDACTED]

Thank you for calling and paying, all is fine except the date on the notice, end of consultation will be 28th August not the 22nd, other than that all is fine.

Kind Regards

██████████
Senior Licensing Officer
Place Services
Dorset Council

[01305 838028](tel:01305838028)
dorsetcouncil.gov.uk



From: ██████████ >
Sent: Monday, July 31, 2023 11:59 AM
To: Licensing <licensing@dorsetcouncil.gov.uk>
Cc: ██████████ >
Subject: New Premises Licence - Sherborne House Newland Sherborne DT9 3JG
Importance: High

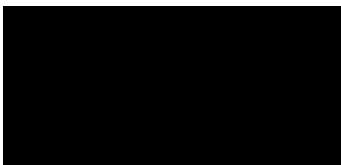
Dear officers

Please find attached an application for a new premises licence, with the supporting plan and a copy of the notice to go to site.

I would be grateful if you could contact me to enable payment to be made.

I look forward to hearing from you.

Kind Regards



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www.TLT.com

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To
Dorset Licensing Authority
Dorset Council
County Hall
Colliton Park
Dorchester
Dorset
DT1 1XJ

DORSET COUNCIL
25 AUG 2023
Digital Mail Room

Ref: Licensing Permission sought by Sherborne House Enterprises Limited in respect of Sherborne House, Newland, Sherborne, Dorset

*curiously there is no licensing application number on the notice as I would have expected

Dear Sir/Madam

I am responding to the posting of a licensing application by "Sherborne House Enterprises Limited" on the gate of what was once Sherborne House, a few doors away from my home.

I've gone to the Dorset Council website to better understand the application. To begin with the facility describes itself as an 'Events and arts exhibition venue with a cafe, restaurant and other flexible office, studio and workshop spaces.' If so it's hard to imagine these entities requiring anything more than an 11.00 pm drinks licence at most. The information I have though is that it is also most importantly to operate as a significant wedding venue. Does the wording of this application disguise and obfuscate this fact and with it all the potential problems of noise relating to it? I think it does. Should the application be in the name of and constitute an application for extended licensing for wedding parties?

The application is difficult and elusive to make sense of. Although it says "there shall be no regulated entertainment provided outdoors after 23.00" I am concerned that the wedding party activities which are there somewhere in the brief will come under the heading 'pre-arranged or private function' and these may be allowed if this goes through to go on until 1.00 am. It is this prospect I am writing to object to in the strongest possible terms.

As regards the distinction between outdoors and indoor regulations does this make any sense when the design of the new dedicated covered entertainments area is designed to maximise the flow between inside and outdoors and I'm not even sure the new build at the back of the main building has a roof structure in any way impervious to noise. With climate change all windows in the summer will inevitably be open.

In no way, if my interpretation of how things might be in the worst circumstances, do residents like myself wish to be exposed to unreasonable noise, loud music or the noise of any parties disbanding in the street after the 11.00 deadline. Newland, Sherborne is a quiet purely residential street and looking at what might be arriving on our doorstep makes one feel very vulnerable. It is a fact that noise from very occasional events within the town carry across the town and do carry some nuisance value. I am referring here to Pageant garden music events being audible and even events as far away as the Castle. Sherborne House is only a few steps away.

I strongly suggest that noise levels even before any 11.00 pm cutoff will be a very big issue when the development gets up and running on wedding days let alone taking on all the potential extreme consequences of a license that allows noisy partying until 1.00 am.

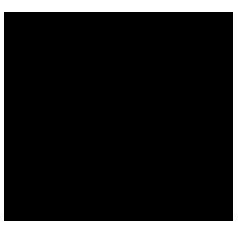
The question of potential noise pollution and with it the degrading of the ambient aural environment with the development of the site, has never been properly addressed since the inception of the plan. Now the issue presents itself large scale and urgent and not postponable in front of Dorset Council, it's a bit of a monster that needs cogent interrogation.

In this application before it Dorset Council must use its power to do the right thing and de-limit the licensing which relates to all activities at The Sherborne to an 11.00 pm cut off, this just the same as were it a pub or night club making an application in the residential Newland area. The narrowest business interest must not be allowed to override community values.

This is a resident's point of view and it is a resident's point of view that needs to be brought to the fore on this matter at this time.

I do not know how the licensing committee is constituted or how geographically remote it is from the problem I'm describing but I very much hope Dorset Council members involved in the licensing decision might come to Sherborne, see for themselves where the new development sits in the community and see how quiet the area is of an evening as of now and understand why this letter has been written.

Yours faithfully



Licensing

From: [REDACTED]
Sent: 27 August 2023 19:15
To: Licensing
Subject: Objection to Licensing Application for Sherborne House, Sherborne, Newland DT9 3JG

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Roy

Dear Sir or Madam

I wish to **object** in the strongest terms to the application from Sherborne House Enterprises Limited for a new premises licence. Refusal of the licence would prevent a considerable public nuisance. Sherborne House is adjacent to dense residential housing, including the Magna Housing Association properties for many elderly and infirm people adjacent to the site. I object on the following grounds:

- The opening hours of 7am to 1.30pm from Monday to Sunday are totally unacceptable and unnecessary in a densely populated residential area
- Hours for the sale of alcohol (for on & off sales) & regulated entertainment (indoors and outdoors) seven days a week from 10am until 1 o'clock in the morning are totally unacceptable and unnecessary in a densely populated residential area
- Hours for provision of late night refreshment (indoors only) 7 days a week between 11 o'clock at night until 1 o'clock in the morning are totally unacceptable and unnecessary in a densely populated residential area
-

I note the application asked for 30 minutes after the end of the licence period for customers to disperse so there would be the noise of the clientele and slamming of car doors beyond the period of licensing.

Moreover **I do not believe the Notice was properly served** in a timely fashion. The blue notices were attached to the wire gates to the west and east of Sherborne House itself. When the east gates are open in the day time from 8am onwards, the gates open inwards, at right angles to the pavement and the notice is therefore within the grounds of Sherborne House so daytime passers by cannot see it. Tonight, the wire gates to the west of Sherborne House were open and again, at right angles to the Newland pavement alongside the boundary wall of Sherborne House, so the Notice was on the drive leading up to Mackintosh Antiques, and not on the boundary wall of Sherborne House. Furthermore for some considerable time, probably 2 weeks, **the pavement which runs along the north side of Newland, between the east and west wire gates, has been denied access to pedestrians** because of the builders repairing the boundary wall and other workmen, nothing to do with Sherborne House I don't think, have been digging up the pavement beyond the drive at the side of Sherborne Council Offices which leads to 1 and 2 Manor House Stables and some of the Manor Court properties.

My neighbour and I discovered this application by accident yesterday. Because access has been denied to the pavement passing in front of the two blue notices, I very much doubt if the elderly residents from Manor Court are aware of the considerable noise nuisance that is about to descend upon us all if the licence is granted.

Please note I have a photograph of the location of the notice attached to the west gate taken on my mobile phone today but sadly the file is too large to attach to this email

Yours faithfully

[REDACTED]

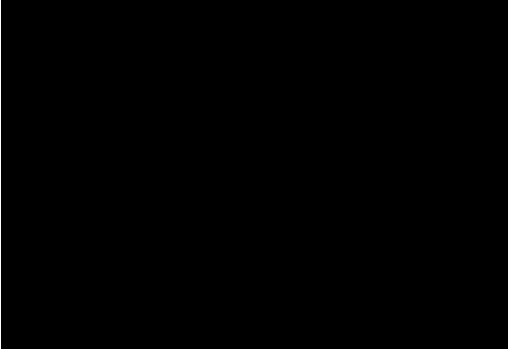


Licensing

From: [REDACTED]
Sent: 27 August 2023 14:35
To: Licensing
Subject: Objection to Sherborne House Licensing Application

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Roy



Dear Sir/ Madam,

I would like to object to the licensing application for Sherborne House, Sherborne

“Reason of objection” is “the prevention of a public nuisance”.

My objection relates to all the licensing objectives – opening hours, hours for the sale of alcohol and regulated entertainment (indoors and outdoors), hours for the provision of late night refreshment.

There seems no good reason why an “Events and Arts Exhibition “ centre would be open until 1.30 in the morning . Sherborne House is surrounded by residential houses and nobody wants music, entertainments, alcohol, car door slamming, people talking at 1.30 in the morning. It would very much be a public nuisance.

The application for the licence states that local residents will be consulted but we have not been consulted. Furthermore, the licence notices were placed on gates that nobody passed during the week because the footpaths were closed (due to building work at the House). I doubt that many residents would have seen it. Definitely not displayed in the spirit of giving local residents 28 days to respond.

Yours faithfully



Licensing

From: [REDACTED]
Sent: 05 September 2023 17:44
To: LicensingTeamB
Subject: The Sherborne REPS TO APPLICATION Response to Mrs Oswald
Attachments: The Sherborne FINAL OS.docx

Categories: Roy

Roy

See below and email to be sent to [REDACTED]

If you would like to copy me in please do.

Dear [REDACTED]

By way of introduction I am instructed by Sherborne House Enterprises Limited (SHELtd) in connection with the above. I have been sent a copy of your representation and I thought it might be helpful if I were to set out the background to the application

Firstly can I apologise that you were not consulted in advance for the application. My clients have made every effort to engage with the local community and they will make every effort to continue to widen this net as the premises moves towards, and beyond, opening. I can confirm that on behalf of our client we did engage with the responsible authorities in advance of submitting the application

Background

As you will know, Sherborne House is a Grade I Listed Building with separately listed Grade II coach house, and separately listed Grade II garden walls. The property is on the Historic England Buildings at Risk Register

Sherborne House has been largely vacant since the closure of the Lord Digby's School for Girls in 1992. Despite numerous proposals put forward by both developers and local charities, the building remains on the Heritage at Risk register, without a use for 28 years.

Since Autumn 2018, the property is owned by the Sherborne House Trust 2018, a charity registered in 2018, number 1179440.

The objectives of the charity are:

- Promoting and advancing the education of the public in, the arts, in particular, but not exclusively, by:
 - Promoting and providing facilities for participation in the arts, and
 - Fostering and promoting the improvement and development of artistic knowledge, understanding and appreciation of the arts; and
- Restoring, preserving and maintaining, for the public benefit, Sherborne House, Sherborne, Dorset, including the Thornhill Mural, situated within Sherborne House.

The premises will be open to members of the public during the course of the day and will also be available for private hire/bookings for events and functions

Sherborne House Trust 2018 have been working with Dorset Visual Arts, who propose to take occupancy of office space for their headquarters. Dorset Visual Arts are excited by the opportunity to develop a high quality and wide ranging art, design, making and moving image programme at Sherborne House. Dorset Visual Arts look forward to being involved in the plans to restore and expand the potential of this special building and its grounds architecturally, culturally and sustainably for the benefit of the town, county and region

Sherborne House will be a regional landmark building and tourist destination to contribute significantly to the economy of the town and an inspirational venue for functions, events and Dorset based artists and makers, it will support the local and wider community for the benefit of all.

The Application

I attach a copy of the proposed operating schedule.

The intention is that the premises will provide licensable activities from 1000 to no later than 2300, save for events when there are private or pre booked events (wedding celebrations, charity fundraisers for example) when the terminal hour will be no later than 0100. These private events will of course not be held every day of the week, but the application has included this to provide the premises with some flexibility

The application is supported by a significant extensive list of conditions – attached – which are centred around an operating management plan. This will be a living document that will be updated and amended as circumstances dictate, to address any concerns that may be raised by the local residents and responsible authorities, as appropriate.

You will see from the attached that the OMP includes plans to address:

- Fire Risk Assessment,
- Security Management Plan
- Capacity control
- Special effects
- Alcohol Management Plan
- Medical Management Plan
- Noise Management Plan
- Access, egress and dispersal Plan
- Child Welfare Policy

In so far as the noise management plan is concerned, at the request of the Environmental Health Officer for the Council this will include monitoring of noise levels at the nearest residential premises and noise levels adjusted accordingly

The licence also includes the following conditions in so far as public nuisance is concerned:

22. There shall be no regulated entertainment provided in any outdoor areas after 2300
23. Where any external area is to be used exclusively by the premises and indicated on the plan as such, such area will be properly managed to ensure that as far as practicable customers behave in such a way as to promote the licensing objectives
24. Where any external area, as shown on the plan, forms part of a communal seating area, provision will be made for the proper management of customers to ensure that as far as practicable customers behave in such a way as to promote the licensing objectives.
25. A dispersal policy will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each night's trading session do so quickly and quietly

The responsible authorities

A full process of consultation has been carried out with the responsible authorities (which includes the Council as a responsible authority, the Police, the EHO, Fire Safety)

Save for the small amend set out above requested by the EHO none of the responsible authorities has sought to add or amend the conditions or the hours proposed.

Furthermore, it is only fair to point out that none of the responsible authorities has made a representation to the application.

On-going consultation

It is important to my clients that, when the premises open, they make a positive contribution to the local economy and community.

This will include on-going consultation and communication with the local residents and they are happy to add a condition to the licence that

- A contact number for the duty manager of the site shall be made available to those local residents who request it

Next steps

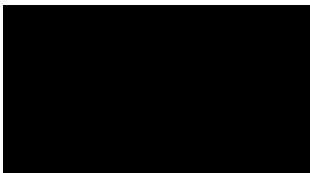
My clients are sensitive to the concerns and interests of the local community but they remain confident that they can operate the premises in the way described above in a manner which is consistent with the objectives under the Licensing Act 2003

My client now has your contact details and if you consent, then they will add your name to the list of people within the local community who will be consulted on an on-going basis.

If, on the basis of what is set out above, you feel in a position to withdraw your representation then can I ask that you drop me an email to this effect copying in the licensing authority on licensingteamb@dorsetcouncil.gov.uk

I look forward to hearing from you.

With best wishes



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www.tlt.com

Updated guidance on the COVID relaxation allowing all premises licence holders to carry out off sales can be found [here](#)

The permission will lapse on 31 March 2025, unless the temporary period is extended by regulations made by the Secretary of State or is otherwise suspended, removed or varied.

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Sherborne House

Newland

Sherborne

DT9 3JG

OPERATING SCHEDULE

Opening hours

- On each day of the week 07.00 to 0130

Hours for the provision of licensable activities

- **Sale of Alcohol (on and off sales)**

On each day of the week 1000 to 0100

- **Regulated Entertainment (indoors and outdoors)**

On each day of the week – 1000 to 0100

There shall be no regulated entertainment provided outdoors after 2300

- **Late Night Refreshment (indoors only)**

On each day of the week – 2300 to 0100

- **New Year's Eve**

Opening hours and the provision for all licensable activities - from the commencement of permitted hours on New Year's Eve to the end of permitted hours on New Year's Day

Schedule of proposed conditions

GENERAL – ALL FOUR LICENSING OBJECTIVES

1. Any detail shown on the plan that is not required by the licensing plans regulations is indicative only and subject to change at any time
2. Locations of fire safety equipment and other safety equipment subject to change in accordance with the requirements of the Responsible Authorities or following a risk assessment.
3. A 30-minute drinking up time on top of the last permitted sale of alcohol to allow customers to use the toilet facilities and disperse from the premises.
4. Save for pre- arranged events and private functions, the sale of alcohol and the provision of licensable activities will cease at 2300
5. An Operational Management Plan (OMP) will be maintained and shared with the Licensing Authority, Police and other responsible authorities as requested
6. The OMP will include details on subjects such as, (but not limited to)
 - Site plan
 - Layout plans
 - Risk Assessments
 - Fire Risk Assessment,
 - Security Management Plan
 - Capacity control
 - Special effects
 - Alcohol Management Plan
 - Medical Management Plan
 - Noise Management Plan
 - Access, egress and dispersal Plan
 - Child Welfare Policy
7. The OMP (and appendices) will be 'living' documents which will be reviewed and revised as necessary
8. The OMP will be shared with the Licensing Authority, and responsible authorities on request

9. The Premises Licence Holder must comply with the OMP
10. The position of points of sale for alcohol/external bars in the external areas of the premises shall not impede access or egress to and from the premises
11. Service and sales from any external bars/points of sale shall cease no later than 2300
12. Any external bar/point of sale will be supervised at all times when in use
13. Any external bar/point of sale will be inaccessible to customers when not in use

THE PREVENTION OF CRIME AND DISORDER

14. CCTV shall be in use at the premises.
 - (i) Where a CCTV system is to be installed, extended or replaced, it shall be to an appropriate standard as agreed with the Licensing Authority in consultation with the Police. Where a CCTV system is to be installed it shall be fully operational before the licence is used to authorise licensable activities.
 - (ii) The CCTV equipment shall be maintained in good working order and continually record when licensable activity takes place and for a period of two hours afterwards.
 - (iii) The premises licence holder shall ensure images from the CCTV are retained for a period of 31 days. This image retention period may be reviewed as appropriate by the Licensing Authority
 - (iv) The correct time and date will be generated onto both the recording and the real time image screen.
 - (v) If the CCTV equipment (including any mobile units in use at the premises) breaks down the Premises Licence Holder shall ensure the designated premises supervisor, or in his/her absence other responsible person, verbally informs the Licensing Authority and the Police as soon as is reasonably practicable. This information shall be contemporaneously recorded in the incident report register and shall include the time, date and means this was done and to whom the information was reported. Equipment failures shall be repaired or replaced as soon as is reasonably practicable and without undue delay. The Licensing Authority and the Police shall be informed when faults are rectified.

- (vi) The premises Licence holder shall ensure that there are trained members of staff available during licensable hours to be able to reproduce and download CCTV images into a removable format at the justified request of an authorised officer of the Licensing Authority or a constable.
 - (vii) There shall be clear signage indicating that CCTV equipment is in use and recording at the premises.
- 15.** The provision of door supervisors on the premises shall be risk assessed. A copy of the risk assessment shall be kept on the premises and made available for inspection by the Police and authorised officers of other responsible authorities on request.
- 16.** The risk assessment shall be reviewed and updated at least once every 12 months.
- 17.** Where door supervisors are employed on the premises the following conditions will apply:
- (a) The licensed door supervisors shall be employed solely for vetting, regulating, controlling and supervising patrons whilst entering and whilst on the premises and to ensure the maintenance of good order, public safety and internal security.
 - (b) A register shall be kept at the premises to record the details of the door supervisors, the number of persons on the premises and any incidents. The register shall be produced to authorised officers of the Council and Thames Police upon request.
 - (c) The register shall contain the following details:
 - a. Full SIA registration number.
 - b. Date and time that the Door Supervisor commenced duty, countersigned by the Designated Premises Supervisor or Duty Manager.
 - c. Date and time that the Door Supervisor finished work, countersigned by the Designated Premises Supervisor or Duty Manager.
 - d. Any occurrence or incident of interest involving crime and disorder, or public safety must be recorded giving names of the Door Supervisor involved.
 - e. Training records
 - f. ID Photo and scan of SIA badge

- g. A record will be kept on site of all SIA checks, on the validity of all door staff licences.
- h. The name, home address and registration number of all door supervisors working at the premises.
- i. The door supervisor register must be kept at the premises and be available for inspection by the Police or an authorised officer from the Council and shall be retained for a period of 1 Year.

PUBLIC SAFETY

- 18. The premises licence holder shall require the DPS, or in his/her absence other responsible person, to keep an 'incident/refusals logbook in a bound book in which full details of all incidents are recorded.
- 19. This shall include details of any refused sales and shall give details of the persons involved, incident description, time and date, actions taken and final outcome of the situation. This shall be completed as soon as possible and, in any case, no later than the close of business on the day of the incident. The time and date when the report was completed, and by whom, is to form part of the entry.
- 20. The Incident Book is to be kept on the premises at all times and shall be produced to an authorised officer of the Licensing Authority or a constable when required.
- 21. The premises licence holder, or the person appointed by the premises licence holder to be in charge of the premises when licensable activities are taking place, shall provide or have the unhampered use of a telephone on the licensed premises for use in an emergency.

THE PREVENTION OF PUBLIC NUISANCE

- 22. There shall be no regulated entertainment provided in any outdoor areas after 2300
- 23. Where any external area is to be used exclusively by the premises and indicated on the plan as such, such area will be properly managed to ensure that as far as practicable customers behave in such a way as to promote the licensing objectives
- 24. Where any external area, as shown on the plan, forms part of a communal seating area, provision will be made for the proper management of customers to ensure that as far as practicable customers behave in such a way as to promote the licensing objectives.

25. A dispersal policy will be drawn up and implemented to ensure that as far as practicable customers leaving the premises at the end of each night's trading session do so quickly and quietly.

THE PROTECTION OF CHILDREN FROM HARM

26. All staff to be trained in the prevention of underage sales to a level commensurate with their duties. All such training to be updated as necessary, for instance when legislation changes.
27. The training should be clearly documented and signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable.
28. All training shall be refreshed at least every 12 months
29. At all times that the premises is operating under this licence, the Premises Licence Holder shall ensure that its staff operate a Challenge 25 Policy (to minimise the risk of alcohol being sold to underage customers). This Policy shall provide that before any sale of alcohol any person who appears to be under the age of 25 will be required to produce photo ID.
30. Valid identification is limited to:
- a) Passport
 - b) Photo Driving Licence
 - c) PASS Accredited Holographic Proof of Age Card
 - d) National including EU Identity Card