

## LICENSING SUB-COMMITTEE

### MINUTES OF MEETING HELD ON MONDAY 18 DECEMBER 2023

**Present:** Cllrs Jon Andrews, Les Fry and Brian Heatley

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

Lara Altree (Senior Lawyer - Regulatory), Aileen Powell (Licencing Team Leader), Kathryn Miller (Senior Licensing Officer), John Miles (Democratic Services Officer) and Megan Rochester (Democratic Services Officer)

**Also present:** Mrs Harrison (Applicant) and Mr Eatwell (Representation).

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

Proposed by Cllr Les Fry, seconded by Cllr Brian Heatley.

**Decision: that Cllr Jon Andrews be appointed as chairman for the duration of the meeting.**

137. **Apologies**

Apologies for absence were received from Cllrs Cathy Lugg and David Morgan, substituted by Cllrs Brian Heatley and Les Fry.

138. **Declarations of Interest**

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

139. **Urgent items**

There were no urgent items.

140. **New premises licence application for Purbeck Plaza, 19 High Street, Swanage.**

The Senior Licensing Officer presented the report. She clarified that the application covered the inside of the Premises only.

The applicant, Mrs Harrison informed the Sub-Committee that the Purbeck Plaza was a building from the early 1800's and had previously been a hotel and a pub for 200 years. It was located in the main Highstreet and had been closed for over 10 years as a pub. There had been a premises licence with the previous owners from 2010, which had licensing hours until 2 AM for every licensing activity and 24-hour opening times. The applicant lived in and wanted to holiday let the flats above.

She added that it was in their own interest to reduce the noise and keep anti-social behaviour down.

Mrs Harrison wanted to operate a restaurant that offers late night dining as surrounding premises cease serving food by 8 pm. Any music in the venue after 11pm would only be background music, except for New Year's Eve. She intended to have the windows and doors closed when music was being played to reduce the noise. A gate had been installed to the entrance at the rear of the building plus sensor lighting and CCTV around the property. She was willing to have a condition on the licence that no commercial waste be disposed of outside of the Premises between 11pm and 7am, to address some of the concerns put forward and amend those hours to between 10pm and 8am if required. There would be an email/phone number available for people to use if they needed to make a complaint.

Mr Eatwell who also represented the other members of the public who had submitted representations raised concerns about crime and disorder, noise, and public nuisance. He was concerned that noise could be caused by people leaving the premises and music heard outside the premises. He stated that noise was acceptable until 11 pm but not any later, as closing times were too late. He informed that off sales should stop 30 minutes before the permitted hours. Closing times should be 22:30 hours and 23:00 hours for Friday and Saturday with midnight for Carnival Week and Christmas Eve and 1:00 hours for New Year's Eve. He informed that a 1 am closing time was not acceptable in a residential area and wanted to agree a balance between business and residents.

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

**Decision:** To GRANT a Premises Licence with the usual mandatory conditions, the conditions consistent with the Operating Schedule, and the conditions requested by Dorset Police and imposed by the Sub-Committee as set out below, to permit the following:

Live Music (indoors)

New Year's Eve 2300 – midnight

Recorded Music (indoors)

New Year's Eve 2300 – 0200 hours

Late night refreshment

Friday and Saturday 2300-0100 hours

Swanage Carnival week 2300-0100 hours

New Years Eve 2300-0200 hours

Supply of alcohol (on and off the premises)

Sunday to Thursday 0800-2300 hours

Friday and Saturday 0800-0100 hours

Swanage Carnival week 2300-0100 hours

Christmas Eve 2300-0100 hours

New Years Eve 2300-0200 hours

### **Conditions Consistent with the Operating Schedule and agreed by the Applicant**

- Free taxi call service will be available to ensure customers can get home safely.
- Fire risk assessments will be in place and staff trained for emergency situations.
- Staff will litter pick outside and around the premises daily.

### **Conditions Requested by Dorset Police**

- Challenge 25 shall be operated at the premises where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport, or holographically marked PASS scheme identification cards. Appropriate signage advising customers of the policy shall prominently displayed in the premises.
- A Closed-Circuit Television (CCTV) system will be operational at the premises at all times when licensable activities are being carried out and at any other times when members of the public are present on the premises. The CCTV system will contain the correct time and date stamp information and will have sufficient storage retention capacity for a minimum of 28 days of continuous footage. Weekly checks will be made and documented to ensure the system is functioning as required and all details are correct, including the time and date shown. CCTV shall be downloaded on request of the Police or authorised officer of the council. A staff member who is conversant with the operation of the CCTV system will be on the premises at all times when the premises is open to the public. Appropriate signage advising customers of CCTV being in operation, shall be prominently displayed in the premises.
- All staff involved in the sale of alcohol shall receive training on the Licensing Objectives, the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attached to the Premises Licence. Refresher training shall be provided at least once every six months. A record shall be maintained of all staff training and that record shall be signed and dated by the person receiving the training and the trainer. The records shall be kept for a minimum of 12 months and made available for inspection by Police, Licensing or other authorised officers.
- A log shall be kept detailing all refused sales of alcohol. The log should include the date and time of the refused sale and the name of the member of staff who refused the sale. The log shall be available for inspection at the premises by the police or an authorised officer of the Council at all times whilst the premises is open.

- The DPS will ensure that an incident report register is maintained on the premises to record incidents such as anti-social behaviour. The incident report register will be kept on the premises and produced for inspection immediately on the request of an authorised officer or Police. The register will be checked and signed on a weekly basis by management.
- Staff will encourage customers to leave quietly and have regard for residents. Signs shall also be in place at all exit points requesting customers to please leave the area quietly and respect nearby neighbours.
- Any patrons leaving the premises solely to smoke will not take any drinks outside with them at any time.
- Any persons under the age of 18 years must be accompanied by an adult over the age of 18 years after 2000 hours.
- A risk assessment will be carried out in relation to the requirement of SIA trained staff for special events and anticipated busy periods. A copy of the risk assessment should be made available to an authorised officer of the Licensing Authority or Dorset Police upon request and be retained for a period of at least 6 months.
- All off sales to be decanted into non-glass containers.

**Conditions added by the Sub-Committee**

Windows and doors to be kept closed after 23:00 hours except for ingress and egress whilst music is played.

Commercial waste including glass will not be disposed of outside of the Premises between 10pm and 8am.

The Premises Licence Holder shall provide a point of contact for complaints (telephone number and email address).

**141. Exempt Business**

There was no exempt business.

**Duration of meeting:** 10.00 - 11.05 am

**Chairman**

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