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**Fw: Market Hall, 2 Crown Square, Poundbury - new premises licence application**

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**From** licensing@dorsetcouncil.gov.uk  
**Draft saved** Thu 02/10/2025 15:56

**From:** [REDACTED]  
**Sent:** 01 October 2025 18:26  
**To:** Licensing [REDACTED]  
**Subject:** Re: Market Hall, 2 Crown Square, Poundbury - new premises licence application

Dear Kathryn

Thank you for your email.

No this has not alleviated my concerns. The standard restrictions and requirements from the police have not reassured me in terms of granting licences to the commercial units.

[REDACTED]  
Sent from my iPad

On 30 Sep 2025, at 09:25, Licensing <licensing@dorsetcouncil.gov.uk> wrote:

Following your recent representation in relation to the new premises licence for Market Hall, 2 Crown Square, Poundbury, I forwarded your comments to the applicant, and I have attached his letter of response to this email.

In addition, Dorset Police have requested the following conditions be added to the licence if granted;, which the applicant has agreed to:

- The premises shall install and maintain a CCTV system. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 28 days with correct date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 28 day period.
- A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises is open. This staff member must be able to show a Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.
- CCTV shall be downloaded on request of the Police or authorised officer of the council.
- Appropriate signage advising customers of CCTV being in operation, shall be prominently displayed in the premises.
- A documented check of the CCTV shall be completed weekly to ensure all cameras remain operational and the 28 days storage for recordings is being maintained.
- 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 be prominently displayed in the premises.
- All staff involved in the sale of alcohol shall receive training on the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attaching to the premises licence. Refresher training shall be provided at least once every 6 months. A record shall be maintained of all staff training and that record shall be signed 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 Personal Licence Holder shall be on site at all times when alcohol sales are taking place.
- An incident log shall be kept at the premises. The log should include the date and time of the incident and the name of the member of staff involved. The log to be made available immediately on request to an authorised officer of the Council or the Police, which will record the following:
  - All crimes reported to the venue
  - All ejections of patrons
  - Any complaints received
  - Any incidents of disorder
  - All seizures of drugs or offensive weapons
  - Any faults in the CCTV system or searching equipment or scanning equipment
  - Any refusal of the sale of alcohol
  - Any visit by a relevant authority or emergency service
- The holder of the licence shall undertake a risk assessment with regard to the deployment of SIA Door Supervisors at different times of the day and on different days of the week to determine whether it is appropriate to deploy door staff on those days and/or at any other time(s) and to then implement the outcome of the risk assessment. A copy of the risk assessment should be made available to an authorised officer of the Licensing Authority or Dorset Police upon request and for a period of up to 6 months.
- Only Door Supervisors who are accredited by the Security Industry Authority (SIA) shall be employed to undertake door supervision activities. When deployed, a record shall be maintained on the premises by the Door Staff.
- The record will contain consecutively numbered pages, the full name and full 16-digit registration number of each person on duty, the employer of that person and the date and time he/she commenced duty and finished duty (verified by the individual's signature).
- The record will be retained on the premises for a period of twelve months from the date of the last entry and made available to an authorised officer from the Licensing Authority or Police on request.

I am required under the Licensing Act to ask if the above points have, or have not, alleviated your concerns and if you are now satisfied with the application. Due to the time constraints surrounding an application I would be grateful if you could please let me know by **6 October 2025** whether or not you wish to have your representation withdrawn.

If you wish to continue with your representation, I arranged for a Licensing Sub Committee hearing to take place on 15 October 2025, at Dorset Council Offices, County Hall, Dorchester, DT1 1XJ, a formal invite with a time will be sent out to you in due course

I would also like to inform you that any premises that holds a licence under the Licensing Act 2003, can be subject to a review at any time if an establishment fails to satisfy one or all of the four licensing objectives. (The prevention of crime and disorder, public safety, prevention of public nuisance and the protection of children from harm). A review would be heard at a Licensing Sub Committee where conditions or restrictions may be added to the licence to resolve outstanding issues.

Please do not hesitate to contact me if you have any additional queries or would like to discuss the matter further.

Many thanks

**Kathryn Miller**  
**Senior Licensing Officer**  
**Public Health & Prevention**  
**Dorset Council**



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**Fw: Market Hall, 2 Crown Square, Poundbury - new premises licence application**

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**From** licensing@dorsetcouncil.gov.uk

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**From:** [REDACTED]  
**Sent:** 01 October 2025 12:34  
**To:** Licensing [REDACTED]  
**Subject:** Re: Market Hall, 2 Crown Square, Poundbury - new premises licence application

Hello Kathryn,

Thank you for your email.

No, the (standard) restrictions and requirements from the police do not alleviate my concerns and objection to the granting of licences to the commercial units.

Which remain ...

That the granting of entertainment and alcohol licences will cause 'public nuisance' and possibly 'disorder' through noise (including music), smoking outside the premises, behaviour linked to the consumption of alcohol and the movement of people to and from the premises ... all in a quiet residential area, where this type of use was never envisaged, and is expressly forbidden under the terms of the Poundbury 'Covenants and Stipulations' and the terms of the lease and title deeds that apply to Market Hall.

NB. The lease and title deeds - and the Poundbury stipulations - refer to the Class [A2] [B1] of the Town and Country Planning (Use Classes) Order 1987, not any subsequent modifying legislation (which anyway forbids the same use).

I am still at a loss to understand why the licensing authority feels able to consider an application which is expressly disallowed under these restrictions and stipulations - apparently encouraging a disregard for these rules - when the applicant, surely, should be seeking permission first from the freeholder of Market Hall ... and, ultimately, the Duchy.

NB. The residents have just become Directors of the Management Company of Market Hall, and really should be consulted first.

Thank you,

[REDACTED]

On 30 Sep 2025, at 09:25, Licensing [REDACTED] wrote:

Following your recent representation in relation to the new premises licence for Market Hall, 2 Crown Square, Poundbury, I forwarded your comments to the applicant, and I have attached his letter of response to this email.

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Please do not hesitate to contact me if you have any additional queries or would like to discuss the matter further.

Many thanks

**Kathryn Miller**  
**Senior Licensing Officer**  
**Public Health & Prevention**  
**Dorset Council**

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**From:** Licensing [REDACTED]  
**Sent:** 17 September 2025 11:54  
**To:** [REDACTED]  
**Subject:** Re: Market Hall Poundbury Application

Dear [REDACTED], the Licensing Authority does not have to take into account any rules regarding the building or terms of the lease etc where the premises is located, this would be a matter between the landlord and the tenant. A licence can be granted for the activities and hours that has been applied, however, if there are restrictions due to planning or building rules, then the applicant must abide by these, for example, the applicant for a premises licence has applied to have alcohol sales until 2300 hours, but the planning conditions stipulates a terminal hour of 2100 hours, the applicant would need to comply with the planning conditions. This also applies for any clauses in the lease regarding the use, times the premises can open/operate.

Many thanks

**Kathryn Miller**  
**Senior Licensing Officer**  
**Public Health &  
Prevention**  
**Dorset Council**



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**From:** [REDACTED]  
**Sent:** 15 September 2025 17:07  
**To:** Licensing [REDACTED]  
**Subject:** Re: Market Hall Poundbury Application

**Caution - External links:**

Do not click on links in this email unless you are sure the email is genuine (please see the [intranet](#) for more guidance).

Hello Kathryn,

Thank you for your email.

I'm not sure I understand the process you are describing.

I am trying to point out that the existing rules for both the building and Poundbury would seem to preclude any kind of change of use, and I cannot see why the Licensing Authority is considering something that is not allowed.

I wonder if you can address that point.

Thanks again,

[REDACTED]

On 15 Sep 2025, at 16:28, Licensing [REDACTED] wrote:

Dear [REDACTED], thank you for your email regarding the planning use and lease agreement of the premises at Market Hall, the Licensing Sub Committee are not bound by decisions made by a planning committee and vice versa. Any planning permission conditions on a premises, for example restricted hours, the applicant of the licence will need to observe these timings/conditions. Any premises operating in breach of their planning permission would be liable to prosecution under planning law.

Planning are a Responsible Authority under the Licensing Act 2003, however, to date, I have not yet had response from them regarding this application.

The matter regarding the lease agreement is between the owner/landlord and the tenant of the premises, this is not something that would be considered under the Licensing Act 2003 as it does not fall under any of the four Licensing Objectives.

Many thanks

**Kathryn Miller**  
**Senior Licensing Officer**  
**Public Health & Prevention**  
**Dorset Council**

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**From:** [REDACTED]  
**Sent:** 15 September 2025 09:50  
**To:** Licensing [REDACTED]  
**Subject:** Re: Market Hall Poundbury Application

You don't often get email from [REDACTED] [Learn why this is important](#)

**Caution - Attachments:**

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Hello Kathryn,

Thank you for this comprehensive update.

I wonder if I can bring something to your attention that might have a material impact on whether the Licensing Committee should or would consider this application, since there are a priori reasons why the change of use is not permitted.

I'm attaching an excerpt from the title deed of the commercial units in Market Hall which shows that the units can only be used for Classes A1 and B1 of the Town and Country Planning Act ... and that any deviation must be approved by the ultimate landlord.

The proposed change of use also appears to go against general planning rules across the whole of Poundbury, as outlined in the Poundbury Design and Community Code 'Poundbury Stipulations' Section 7 (page 48), which I'm also attaching. Quote ...

1. [Not use the Property otherwise than as [shop][office][light industrial purposes] within Class [A2] [B1] of the Town and Country Planning (Use Classes) Order 1987]

We understand (from the Duchy) that - in the first instance - it is the responsibility of the owner/landlord of the building (currently Morrish Homes) to monitor and enforce restrictions in a lease/title ... and I have brought the application to their attention, and await their reply. However, they are - at this moment - in the process of handing the freehold to the residents of Market Hall, and this is likely to be concluded in the near future ... at which time the residents can decide themselves on a course of action. It would seem that this fact alone should require a delay in any decision-making process so that the people most affected can form an opinion.

All in all, I would suggest that it is not appropriate for the Licensing Committee to consider this matter, or form an opinion, until these 'first rung' terms and conditions have been met, and necessary processes played out.

Thank you again,

[REDACTED]

On 9 Sep 2025, at 09:41, Licensing [REDACTED] wrote:

Dear [REDACTED], we have received your representation for the new premises licence application for Market Hall, Poundbury, Dorchester. The contents of your representation will now be sent to the applicant for them to consider. If they respond we will forward their comments onto you.

If relevant representations remain at the end of the consultation period of 28 days, we will arrange a committee hearing. At this point your representation in full must be given to the applicant, including your name and address.

Relevant representations relate to one or more of the four licensing objectives, and these are, Crime and Disorder, Prevention of Public Nuisance, Protection of Children from Harm and Public Safety.

Matters regarding highways, be this traffic levels or parking or amenity will not be considered in the decision process as decisions are based on what takes place within the licensable area that is being applied for and not for concerns that may or may not take place outside of it. Highways are not a responsible authority under the Licensing Act 2003, these applications are not consulted with the Highways authority.

## The Hearing

At a hearing, the applicant and anyone who has made a representation may attend either in person or virtually and address the Councillors to amplify their representation. New information cannot be added.

The decision will be made by three Councillors from the Licensing Committee of Dorset council. All parties involved will be given an opportunity to speak and to ask questions of other parties. The Licensing Sub-Committee can do any of the following:

- a) grant the licence subject to such conditions as the authority considers appropriate for the promotion of the licensing objectives, and the mandatory conditions
- b) exclude from the scope of the licence any of the licensable activities to which the application relates;
- c) refuse to specify a person in the licence as the designated premises supervisor;
- d) reject the application.

The invitations to any Sub-Committee will be send out at least 10 working days before the hearing, and if you wish to attend you will be required to advise us. A Sub-Committee hearing cannot be arranged until after the 28 day consultation period.

Many thanks

**Kathryn Miller**  
**Senior Licensing Officer**  
**Public Health & Prevention**  
**Dorset Council**

  
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