

Licensing Sub-Committee



Please contact: Lauren Gregory

Please email: lauren.gregory@north-norfolk.gov.uk

Please Direct Dial on: 01263 516108

Tuesday, 10 May 2022

A meeting of the **Licensing Sub-Committee – Premises and Gambling** of North Norfolk District Council will be held in the Council Chamber - Council Offices on **Wednesday, 25 May 2022 at 10.00 am.**

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to arrive at least 15 minutes before the start of the meeting. It will not always be possible to accommodate requests after that time. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel:01263 516108, Email:lauren.gregory@north-norfolk.gov.uk.

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so should inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

Emma Denny
Democratic Services Manager

To: Cllr J Rest, E Spagnola and N Pearce

All other Members of the Council for information.

Members of the Management Team, appropriate Officers, Press and Public



**If you have any special requirements in order
to attend this meeting, please let us know in advance**

If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

Chief Executive: Steve Blatch

Tel 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005

Email districtcouncil@north-norfolk.gov.uk **Web site** www.north-norfolk.gov.uk

A G E N D A

1. TO RECEIVE APOLOGIES FOR ABSENCE

2. ITEMS OF URGENT BUSINESS

To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act 1972.

3. DECLARATIONS OF INTEREST

(Pages 1 - 6)

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest.

4. APPLICATION FOR A NEW PREMISES LICENCE - NEW INN, 54 LOWER STREET, HORNING, NORFOLK, NR12 8PF

(Pages 9 - 102)

Summary: This is an application for a Premises Licence Variation

Conclusions: That Members consider and determine the case from the written and oral information provided.

Recommendations: That Members consider and determine this case

Cllr P Butikofer –

Ward(s) affected: Horning

Chairman Licensing Committee

Contact Officer,

James Windsor

telephone number, and e-mail:

01263 516289

James.Windsor@north-norfolk.gov.uk

5. APPLICATION FOR A NEW PREMISES LICENCE - THE WOODYARD, WORSTEAD PARK, WORSTEAD, NORFOLK NR28 9RT

(Pages 103 - 214)

Summary: This is an application for a New Premises Licence

Conclusions: That Members consider and determine the case from the written and oral information provided.

Recommendations: That Members consider and determine this case

Cllr P Butikofer –
Chairman Licensing Committee

Ward(s) affected: Worstead

Contact Officer,
telephone number, and e-mail:

James Windsor

01263 516289

James.windsor@north-norfolk.gov.uk

6. EXCLUSION OF PRESS AND PUBLIC

To pass the following resolution:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12A (as amended) to the Act.”

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Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"Disclosable Pecuniary Interest" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
 - a. your own financial interest or well-being;
 - b. a financial interest or well-being of a relative, close associate; or
 - c. a body included in those you need to disclose under Other Registrable Interests as set out in **Table 2**

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter **affects** your financial interest or well-being:
 - a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. Where you have a personal interest in any business of your authority and you have made an executive decision in relation to that business, you must make sure that any written statement of that decision records the existence and nature of your interest.

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

| Subject | Description |
|--|---|
| Employment, office, trade, profession or vocation | Any employment, office, trade, profession or vocation carried on for profit or gain. [Any unpaid directorship.] |
| Sponsorship | Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992. |
| Contracts | Any contract made between the councillor or his/her spouse or civil partner or the person with whom the |

| | |
|----------------------------|---|
| | <p>councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p> |
| Land and Property | <p>Any beneficial interest in land which is within the area of the council.</p> <p>‘Land’ excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.</p> |
| Licenses | <p>Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer</p> |
| Corporate tenancies | <p>Any tenancy where (to the councillor’s knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p> |
| Securities | <p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor’s knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were</p> |

| | |
|--|---|
| | spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class. |
|--|---|

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

You have a personal interest in any business of your authority where it relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority
- b) any body
 - (i) exercising functions of a public nature
 - (ii) any body directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)



NORTH NORFOLK DISTRICT COUNCIL

Licensing Sub-Committee Hearings

Information to Accompany Notice of Hearing



1. Consequences if the Party does not attend Hearing

- 1) If a party has informed the Authority that he does not intend to attend or be represented at a Hearing, the Hearing may proceed in his absence.
- 2) If a party who has not so indicated fails to attend or be represented at a Hearing the Authority may –
 - a) Where it considers it to be necessary in the public interest, adjourn the Hearing to a specified date, or
 - b) **Hold the Hearing in the party's absence.**
- 3) Where the Authority holds the Hearing in the absence of a party, the Authority shall consider at the Hearing the application, representations or notice made by that party.
- 4) Where the Authority adjourns the Hearing to a specified date it must forthwith notify the parties of the date, time and place to which the Hearing has been adjourned.

2. Procedure to be followed at the Hearing

Please note: before the Hearing begins the Licensing Representative will take the names of everyone attending and find out if they want to speak.

1. The **Chairman** introduces

- a) Himself or herself and the Members of the Committee
- b) The Legal Advisor
- c) The Licensing Representative
- d) The Committee Administrator.

2. The **Legal Advisor**

- a) Introduces the subject of the Hearing
- b) Notes attendances
- c) Outlines the procedure and explains her part in it.
- d) Asks if there are any preliminary matters, such as requests for adjournment.

3. The **Chairman** asks the Licensing Representative to explain the application.

4. The **Licensing Representative** refers the Sub Committee to the report, which they have read beforehand, and updates them on any new information. S/he may call witnesses.

5. The **Licensing Representative** invites questions on the report from all parties (The Applicant, the Objectors, the Board Members and the Legal Advisor)

6. The **Chairman** asks the **Applicant** (or his/her representative) to put forward their case. The Applicant may also call witnesses.

7. The **Chairman** invites questions to the **Applicant** from the Objectors, the Board Members and the Legal Advisor.

8. The **Chairman** invites the **Objectors** to put forward their case.
9. The **Chairman** invites questions to the **Objectors** from the Applicant, the Board Members and the Legal Advisor. Any party may call witnesses or ask questions of the witnesses.

10. Closing Statements

The **Chairman** invites closing statements:

FIRST: Objectors (or Objectors Spokesman)
LAST: Applicant (or his/her representative)

The **Chairman** will ask the Legal Advisor if there is any advice before the Sub-Committee retires.

11. The **Chairman** thanks all those who have spoken and invites the Sub Committee to retire to the Members' Room to make a decision.
12. The **Legal Advisor** accompanies the Sub Committee to provide legal advice and to assist them to formulate their reasons (but does not take part in the making of the decision).
13. The **Sub Committee** makes the decision.
14. The **Sub Committee** returns. The **Chairman** reads out the decision and the reasons for the decision.

| | | |
|--|--|--|
| Licensing Sub Committee | | |
| Author's Title | Licensing Enforcement Officer | |
| Are there back ground papers | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Exempt | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Ward(s) affected? | | |
| Responsible Members | Cllr P Butikofer – Chairman Licensing Committee Cllr N Lloyd – Portfolio Holder (Licensing) | |
| Contact Officer | James Windsor | |
| E-mail address | James.Windsor@north-norfolk.gov.uk | |
| Telephone number | 01263 516252 | |
| Are there Non Electronic Appendices | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| List of Background Papers and Appendices | North Norfolk District Council Licensing Policy Statutory Guidance issued by the Home Office Appendices to the report containing copies of correspondence from Responsible Authorities and Other Persons Application and Current Application Form | |

This report has been subject to the following processes:

| | | |
|---|---|---|
| Consultation with: | | |
| Head of Financial Services (S151 Officer) | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> Not apt |
| Solicitor to the Council/Legal | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> Not apt |
| | | |
| Others: | Head of Environmental Health | |

| | |
|-----------------------|------------------------------|
| File Location: | Assure Database WK/220003147 |
|-----------------------|------------------------------|

Application for a new Premises Licence - New Inn, 54 Lower Street, Horning, Norfolk, NR12 8PF

- Summary:** This is an application for a Premises Licence Variation
- Conclusions:** That Members consider and determine the case from the written and oral information provided.
- Recommendations:** That Members consider and determine this case

Cllr P Butifoker – Chairman
Licensing Committee

Ward(s) affected: Horning

Contact Officer, telephone
number, and e-mail:

Lara Clare
01263 516252
lara.clare@north-norfolk.gov.uk

1. Jurisdiction

- 1.1. North Norfolk District Council is the Licensing Authority under the Licensing Act 2003 in respect of Premises licences for the sale of alcohol or regulated entertainment. Where a valid application for a premises licence or variation is received and relevant representations are made, before determining the application, the authority must hold a hearing to consider the case.
- 1.2. The four licensing objectives to be considered when determining the application, and relevant representations, are:
- a. the prevention of crime & disorder
 - b. public safety
 - c. the prevention of public nuisance, and
 - d. the protection of children from harm

2. The Application

- 2.1 Stonegate Pub Company Limited has made an application for a Premises Licence variation. The application can be seen in **Appendix A** and the premises plan **Appendix B**.
- 2.2 The Premises are predominantly used as a public house.

2.3 The applicant seeks permission to operate as follows:

| Licensable activity | Days | Times |
|---|------------------|---------------|
| Opening Hours plus non standard timings of: 10:00 to 01:00 hours on the Friday-Monday of each Bank Holiday weekend; and 10:00 New Years Eve – 01:30 hours New Years Day | Monday to Sunday | 10:00 - 00:30 |
| Indoor Sporting Event | Monday to Sunday | 10:00 - 00:00 |
| Live Music | Monday to Sunday | 10:00 - 00:00 |
| Recorded Music | Monday to Sunday | 10:00 - 00:00 |
| Sale of Alcohol On Premises | Monday to Sunday | 10:00 - 00:00 |
| Sale of Alcohol Off Premises | Monday to Sunday | 10:00 - 00:00 |
| Late Night Refreshment | Monday to Sunday | 23:00 - 00:30 |

3. Conditions

3.1 The premises licence is subject to the following mandatory conditions:

- a. **LIP001** No supply of alcohol may be made under the premises licence, at a time when there is no designated premises supervisor in respect of the premises licence or at a time when the designated premises supervisor does not hold a personal licence, or the personal licence is suspended.
- b. **LIP002** Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- c. **LIP003** Where a premises licence includes the condition that at specified times one or more individuals must be at the premises to carry out a security activity; each such individual must be licensed by the Security Industry Authority.
- d. **LIP004** Where a premises licence authorises the exhibition of films, the admission of children to the exhibition of any film to be restricted in accordance with this section.
- e. **LIP006**
 - (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—

- (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
- f. **LIP008** The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- g. **LIP009**
 - (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
 - (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
 - (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - (a) a holographic mark, or
 - (b) an ultraviolet feature.

- i. **LIP010** The responsible person shall ensure that:
 - a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –
 - i) beer or cider: ½ pint;
 - ii) gin, rum, vodka or whisky: 25ml or 35ml; and
 - iii) still wine in a glass: 125ml; and
 - b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
- j. **LIP011** A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

3.2 The licence is subject to the following conditions which are consistent with the operating schedule:

- a. **LIPN01** The Licensee/Designated Premises Supervisor shall ensure that no nuisance is caused by noise emanating from the premise or by vibration transmitted through the structure of the premises.
- b. **LIPN10** All (external doors/windows) must be kept closed, other than for access and egress, in all rooms when events involving amplified music or speech are taking place.
- c. **LIPN14** Prominent, clear notices shall be displayed at all exits requesting customers to respect the needs of local residents and leave the premises and the area quietly.
- d. The external events must not continue beyond 23:00 without prior approval of the Licensing Authority.
- e. The following times apply for licensable activities including: Indoor sporting events, recorded music, live music, the supply of alcohol and the hours the premises is open to the public
 - (a) 10:00 to 01:00 hours on the Friday-Monday of each Bank Holiday weekend; and
 - (b) 10:00 New Years Eve – 01:30 hours New Years Day
- f. **CCTV** will be in operation while the premises are open for licensable activities. Images will be stored in a digital format, for at least 28 days and made available to Police or regulating authorities upon reasonable request, in accordance with Data Protection legislation.

4. Representations from Responsible Authorities

- 4.1 Section 13(4) of the Act defines the 'Responsible Authorities' as the statutory bodies that must be sent copies of an application. Representations made must relate to the licensing objectives.
- 4.2 The following comments have been received from the Responsible Authorities and can be seen in **Appendix C**:

| Responsible Authority | Comments | Date |
|---------------------------------------|--|------------|
| Trading Standards | Nil Response | |
| Fire Service | No Objection | 22/03/2022 |
| Home Office (Immigration Enforcement) | Nil Response | |
| EH - Commercial | No Objection | 23/03/2022 |
| EH - Licensing | No Objection | 11/04/2022 |
| Norfolk Safeguarding Childrens Board | Nil Response | |
| EH - Environmental Protection | Having reviewed the application, which is to extend licensing hours by 30 minutes into the night and in view of our records, the Environmental Protection Team consider that there are no adverse environmental protection related concerns in relation to this proposal. Therefore, I have no objections or adverse comments to make. Please do not hesitate to contact me with any queries or concerns | 20/04/2022 |
| Parish Council | Objection on public nuisance grounds | 07/04/2022 |
| Planning | Nil Response | |
| Primary Care Trust, N C C | Nil Response | |
| Norfolk Constabulary - Licensing Team | No objection as applicant has accepted request for CCTV condition | 24/03/2022 |
| Broads Authority | Objection on public nuisance and public safety | 25/04/2022 |

5. Representations from Other Persons

- 5.1 Section 13(3) of the Act describes interested parties as local residents/businesses (or their representatives) who live/are involved in a business in the vicinity of the premises. Representations made must relate to the licensing objectives.
- 5.2 There has been significant correspondence received from various residents concerning this application. Copies of all the correspondence is attached for information. The predominant issues raised has been that of public safety and public nuisance. See the table below and **Appendix C**

Representations from Other Persons

| Name | Representation | Date |
|-----------|--------------------|------------|
| Painswick | Public Nuisance | 23/03/2022 |
| Bowden | Public Nuisance | 24/03/2022 |
| Boshier | Crime and Disorder | 27/03/2022 |
| Martin | Crime and Disorder | 28/03/2022 |
| Sparrow | Public Nuisance | 28/03/2022 |
| Briggs | Public Nuisance | 29/03/2022 |
| Church | Crime and Disorder | 31/03/2022 |
| Lake | Crime and Disorder | 30/03/2022 |
| Thomson | Public Nuisance | 25/03/2022 |
| Lennon | Public Nuisance | 25/03/2022 |
| Kedik | Public Nuisance | 26/03/2022 |
| James | Public Nuisance | 04/04/2022 |
| Nicholson | Public Nuisance | 04/04/2022 |
| Johnson | Public Nuisance | 02/04/2022 |
| Elson | Public Nuisance | 04/04/2022 |
| Lambourn | Public Nuisance | 04/04/2022 |
| Schiebler | Public Nuisance | 04/04/2022 |
| Gardner | Public Nuisance | 04/04/2022 |
| Whiskin | Public Nuisance | 10/04/2022 |
| Platten | Public Nuisance | 07/04/2022 |
| Trevaskis | Unsubstantiated | 11/04/2022 |
| McEwen | Unsubstantiated | 11/04/2022 |

6. Notices

- 6.1 The applicant is responsible for advertising the application by way of a notice in the specified form at the premises for not less than 28 consecutive days and in a local newspaper. The Public Notice appeared in the Eastern Daily Press on the 18 March 2022 and a Notice should have been displayed on the premises until 11 April 2022.

7. Plans

- 7.1 A location plan showing the general location of the premises is attached at **Appendix D**.

8. North Norfolk District Council Licensing Policy

- 8.1 The current Statement of Licensing Policy was approved by Council on 17 November 2021 and became effective on 31 January 2022 and the following extracts may be relevant to this application:

3.0 Main Principles

3.1 Nothing in the 'Statement of Policy' will:

- undermine the rights of any person to apply under the 2003 Act for a variety of permissions and have the application considered on its individual merits, and/or
- override the right of any person to make representations on any application or seek a review of a licence or certificate where they are permitted to do so under the 2003 Act

3.2 Licensing is about regulating licensable activities on licensed premises, qualifying clubs and temporary events within the terms of the 2003 Act, and conditions that are attached to licences, certificates will be focused on matters which are within the control of individual licensee or club, i.e. the premises and its vicinity.

3.3 Whether or not incidents can be regarded as being 'in the vicinity' of licensed premises is a question of fact and will depend on the particular circumstances of the case. In dispute, the question will ultimately be decided by the courts. When considering these conditions, the Council will primarily focus on the direct impact of the activities taking place at licensed premises on members of the public living, working or engaged in normal activity in the area concerned.

3.4 Whether or not incidents can be regarded as being "in the vicinity" of licensed premises is a question of fact and will depend on the particular circumstances of the case. In cases of dispute, the question will ultimately be decided by the courts. The Council, in addressing this matter, will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the area concerned.

3.5 Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy throughout the district.

3.6 The Council acknowledges that the licensing function cannot be used for the general control of anti-social behaviour by individuals once

they are beyond the direct control of the licensee of any premises concerned. In this respect, the Council recognises that, apart from the licensing function, there are a number of other mechanisms available for addressing issues of unruly behaviour that can occur away from licensed premises, including:

- 3.7
- planning and environmental health controls
 - CCTV
 - ongoing measures to create a safe and clean environment in these areas in partnership with local businesses, transport operators and other Council Departments
 - to designate parts of the District as places where alcohol may not be consumed publicly
 - regular liaison with Police on law enforcement issues regarding disorder and anti-social behaviour, including the issue of fixed penalty notices, prosecution of those selling alcohol to people who are drunk; confiscation of alcohol from adults and children in designated areas and instantly closing down licensed premises or temporary events on the grounds of disorder, or likelihood of disorder or excessive noise from the premises
 - the power of the police, other responsible authority or a local resident or business or District Councillor to seek a review of the licence or certificate

4 Crime and Disorder

4.1 The Council acknowledges that the Police are the main source of advice on crime and disorder.

4.2 Licensed premises, especially those offering late night/early morning entertainment, alcohol and refreshment for large numbers of people, can be a source of crime and disorder problems. The Council will expect Operating Schedules to satisfactorily address these issues from the design of the premises through to the daily operation of the business.

4.4 In addition to the requirements for the Council to promote the licensing objectives, it also has a duty under Section 17 of the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder in North Norfolk's District. The Local Authority also acknowledges powers contained within the Violent Crime Reduction Act 2006.

4.5 The Council will consider attaching Conditions to licences and permissions to deter and prevent crime and disorder both inside and immediately outside the premises, and these may include Conditions

drawn from the Model Pool of Conditions relating to Crime and Disorder.

5 Public Safety

5.1 Licence holders have a responsibility to ensure the safety of those using their premises, as part of their duties under the 2003 Act. This concerns the safety of people using the relevant premises rather than public health which is addressed in other legislation. Physical safety included the prevention of accidents and injuries and other immediate harms that can result from alcohol consumption such as unconsciousness or alcohol poisoning.

5.2 A number of matters should be considered in relation to public safety, these could include;

- Fire safety
- Ensuring appropriate access for emergency services such as ambulances
- Good communication with local authorities and emergency services
- Ensuring the presence of trained first aiders on the premises and appropriate first aid kits
- Ensuring the safety of people when leaving the premises (for example through the provision of information on late-night transportation)
- Ensuring appropriate and frequent waste disposal, particularly of glass bottles
- Ensuring appropriate limits on the maximum capacity of the premises; and
- Considering the use of CCTV

5.3 The measures that are appropriate to promote public safety will vary between premises and the matters listed above may not apply in all cases. The Council expects applicants to consider, when making their application, which steps it is appropriate to take to promote the public safety objective and demonstrate how they will achieve that.

5.5 The Council will consider attaching Conditions to licences and permissions to promote safety, and these may include Conditions drawn from the Model Pool of Conditions relating to 'Public Safety'

6 Prevention of Public Nuisance

6.1 Licensed premises, especially those operating late at night and in the early hours of the morning, can cause a range of nuisances impacting on people living, working or sleeping in the vicinity of the premises.

6.2 The concerns mainly relate to noise nuisance, light pollution and noxious smells and due regard will be taken of the impact these may have. The Council will expect Operating Schedules to satisfactorily address these issues. Applicants are advised to seek advice from the Council's Environmental Protection Service before preparing their plans and Schedules. The Council expects operating schedules to satisfactorily address these issues, as appropriate.

6.3 The Council will consider attaching Conditions to licences and permissions to prevent public nuisance, and these may include Conditions drawn from the Model Pool of Conditions relating to 'Public Nuisance'.

7 Prevention of Harm to Children

7.1 The wide range of premises that require licensing means that children can be expected to visit many of these, often on their own, for food and/or entertainment.

7.2 The 2003 Act makes it an offence to permit children under the age of 16 who are not accompanied by an adult to be present on premises being used exclusively or primarily for supply of alcohol for consumption on those premises under the authorisation of a premises licence, club premises certificate or where that activity is carried on under the authority of a temporary event notice.

7.3 In addition, it is an offence to permit the presence of children under 16 who are not accompanied by an adult between midnight and 5am at other premises supplying alcohol for consumption on the premises under the authority of any premises licence, club premises certificate or temporary event notice. Outside of these hours, the offence does not prevent the admission of unaccompanied children under 16 to the wide variety of premises where the consumption of alcohol is not the exclusive or primary activity. Between 5am and midnight the offence would not necessarily apply to many restaurants, hotels, cinemas and even many pubs where the main business activity is the consumption of both food and drink. This does not mean that children should automatically be admitted to such premises and the following paragraphs are therefore of great importance notwithstanding the new offences created by the 2003 Act. (See the Licensing Policy for further detail)

10 Standard Conditions

10.1 The Council will not impose conditions unless it has received a representation from a responsible authority, such as the police, environmental health officer or other persons, such as a local resident or local business, which is a relevant representation, or is offered in the

applicants Operating Schedule. Any conditions will be proportional and appropriate to achieve the Licensing Objectives

11 Enforcement

11.1 Once licensed, it is essential premises are maintained and operated so as to ensure the continued promotion of the licensing objectives and compliance with the specific requirements of the 2003 Act and the Council will make arrangements to monitor premises and take appropriate enforcement action to ensure this.

11.2 The Council has an enforcement protocol, agreed with all seven Norfolk Local Authorities, Norfolk Constabulary, Norfolk Fire Service, Customs and Excise and Trading Standards. This should provide for a more efficient deployment of staff and police officers who are commonly engaged in enforcing licensing law and inspection of licensed premises. These protocols will provide for the targeting of agreed problem and high-risk premises, but with a lighter touch being applied to those premises, which are shown to be well managed and maintained.

11.3 All enforcement actions taken by the Council will comply with the Councils Enforcement Policy and the Enforcement Concordat, which the Council has adopted. To this end the key principles of consistency, transparency and proportionality will be maintained.

11.4 A closure power is provided for in the Anti-Social Behaviour, Crime and Policing Act 2014 which replaces section 161 of the Act. This new closure power can be used to protect victims and communities by quickly closing premises that are causing nuisance or disorder. Further guidance on this power can be found on the gov.uk website, under the Anti-Social Behaviour, Crime and Policing Act: anti-social behaviour guidance.

9. Guidance Issued under section 182 of the Licensing Act 2003

9.1 The current Guidance was issued by the Home Office in April 2018 and offers advice to Licensing authorities on the discharge of their functions under the Licensing Act 2003.

9.2 The following extracts may be relevant to this application and assist the panel:

Licensing conditions – general principles

1.16 Conditions on a premises licence or club premises certificate are important in setting the parameters within which premises can lawfully operate. The use of wording such as “must”, “shall” and “will”, is encouraged. Licence conditions:

- must be appropriate for the promotion of the licensing objectives;
- must be precise and enforceable;

- must be unambiguous and clear in what they intend to achieve;
- should not duplicate other statutory requirements or other duties or responsibilities placed on the employer by other legislation;
- must be tailored to the individual type, location and characteristics of the premises and events concerned;
- should not be standardised and may be unlawful when it cannot be demonstrated that they are appropriate for the promotion of the licensing objectives in an individual case;
- should not replicate offences set out in the 2003 Act or other legislation;
- should be proportionate, justifiable and be capable of being met,
- cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff, but may impact on the behaviour of customers in the immediate vicinity of the premises or as they enter or leave; and
- should be written in a prescriptive format.

Each application on its own merits

1.17 Each application must be considered on its own merits and in accordance with the licensing authority's statement of licensing policy; for example, if the application falls within the scope of a cumulative impact policy. Conditions attached to licences and certificates must be tailored to the individual type, location and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions. Standardised conditions should be avoided and indeed may be unlawful where they cannot be shown to be appropriate for the promotion of the licensing objectives in an individual case

Crime and Disorder

2.1 Licensing Authorities should look to the police as the main source of advice on crime and disorder. They should also seek to involve the local Community Safety Partnership (CSP).

2.3 Conditions should be targeted on deterrence and preventing crime and disorder including the prevention of illegal working in licensed premises (see paragraph 10.10). For example, where there is good reason to suppose that disorder may take place, the presence of closed-circuit television (CCTV) cameras both inside and immediately outside the premises can actively deter disorder, nuisance, anti-social behaviour and crime generally. Some licence holders may wish to have cameras on their premises for the prevention of crime directed against the business itself, its staff, or its customers. But any condition may require a broader approach, and it may be appropriate to ensure that the precise location of cameras is set out on plans to ensure that certain areas are properly covered and there is no subsequent dispute over the terms of the condition.

Public Safety

2.7 Licence holders have a responsibility to ensure the safety of those using their premises, as a part of their duties under the 2003 Act. This concerns the safety of people using the relevant premises rather than public health which is addressed in other legislation. Physical safety includes the prevention of accidents and injuries and other immediate harms that can result from alcohol consumption such as unconsciousness or alcohol poisoning. Conditions relating to public safety may also promote the crime and disorder objective as noted above. There will of course be occasions when a public safety condition could incidentally benefit a person's health more generally, but it should not be the purpose of the condition as this would be outside the licensing authority's powers (be ultra vires) under the 2003 Act. Conditions should not be imposed on a premises licence or club premises certificate which relate to cleanliness or hygiene.

2.8 A number of matters should be considered in relation to public safety. These may include:

- Fire safety;
- Ensuring appropriate access for emergency services such as ambulances;
- Good communication with local authorities and emergency services, for example communications networks with the police and signing up for local incident alerts (see paragraph 2.4 above);
- Ensuring the presence of trained first aiders on the premises and appropriate first aid kits;
- Ensuring the safety of people when leaving the premises (for example, through the provision of information on late-night transportation);
- Ensuring appropriate and frequent waste disposal, particularly of glass bottles;
- Ensuring appropriate limits on the maximum capacity of the premises (see paragraphs 2.12-2.13, and Chapter 10; and
- Considering the use of CCTV in and around the premises (as noted in paragraph 2.3 above, this may also assist with promoting the crime and disorder objective).

Public Nuisance

2.15 The 2003 Act enables licensing authorities and responsible authorities, through representations, to consider what constitutes public nuisance and what is appropriate to prevent it in terms of conditions attached to specific premises licences and club premises certificates. It is therefore important that in considering the promotion of this licensing

objective, licensing authorities and responsible authorities focus on the effect of the licensable activities at the specific premises on persons living and working (including those carrying on business) in the area around the premises which may be disproportionate and unreasonable. The issues will mainly concern noise nuisance, light pollution, noxious smells and litter.

2.16 Public nuisance is given a statutory meaning in many pieces of legislation. It is however not narrowly defined in the 2003 Act and retains its broad common law meaning. It may include in appropriate circumstances the reduction of the living and working amenity and environment of other persons living and working in the area of the licensed premises. Public nuisance may also arise as a result of the adverse effects of artificial light, dust, odour and insects or where its effect is prejudicial to health.

2.17 Conditions relating to noise nuisance will usually concern steps appropriate to control the levels of noise emanating from premises. This might be achieved by a simple measure such as ensuring that doors and windows are kept closed after a particular time, or persons are not permitted in garden areas of the premises after a certain time. More sophisticated measures like the installation of acoustic curtains or rubber speaker mounts to mitigate sound escape from the premises may be appropriate. However, conditions in relation to live or recorded music may not be enforceable in circumstances where the entertainment activity itself is not licensable (See Chapter 15). Any conditions appropriate to promote the prevention of public nuisance should be tailored to the type, nature and characteristics of the specific premises. Licensing authorities should avoid inappropriate or disproportionate measures that could deter events that are valuable to the community, such as live music. Noise limiters, for example, are very expensive to purchase and install and are likely to be a considerable burden for smaller venues.

2.18 As with all conditions, those relating to noise nuisance may not be appropriate in certain circumstances where provisions in other legislation adequately protect those living in the area of the premises. But as stated earlier in this Guidance, the approach of licensing authorities and responsible authorities should be one of prevention and when their powers are engaged, licensing authorities should be aware of the fact that other legislation may not adequately cover concerns raised in relevant representations and additional conditions may be appropriate.

2.19 Where applications have given rise to representations, any appropriate conditions should normally focus on the most sensitive periods. For example, the most sensitive period for people being disturbed by unreasonably loud music is at night and into the early

morning when residents in adjacent properties may be attempting to go to sleep or are sleeping. This is why there is still a need for a licence for performances of live music between 11pm and 8am. In certain circumstances, conditions relating to noise emanating from the premises may also be appropriate to address any disturbance anticipated as customers enter and leave.

2.20 Measures to control light pollution will also require careful thought. Bright lighting outside premises which is considered appropriate to prevent crime and disorder may itself give rise to light pollution for some neighbours. Applicants, licensing authorities and responsible authorities will need to balance these issues.

2.21 Beyond the immediate area surrounding the premises, these are matters for the personal responsibility of individuals under the law. An individual who engages in anti-social behaviour is accountable in their own right. However, it would be perfectly reasonable for a licensing authority to impose a condition, following relevant representations, that requires the licence holder or club to place signs at the exits from the building encouraging patrons to be quiet until they leave the area or that, if they wish to smoke, to do so at designated places on the premises instead of outside and to respect the rights of people living nearby to a peaceful night.

Determining applications

9.37 As a matter of practice, licensing authorities should seek to focus the hearing on the steps considered appropriate to promote the particular licensing objective or objectives that have given rise to the specific representation and avoid straying into undisputed areas. A responsible authority or other person may choose to rely on their written representation. They may not add further representations to those disclosed to the applicant prior to the hearing, but they may expand on their existing representation and should be allowed sufficient time to do so, within reasonable and practicable limits.

9.38 In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the licensing authority must give appropriate weight to:

- the steps that are appropriate to promote the licensing objectives;
- the representations (including supporting information) presented by all the parties;
- this Guidance;
- its own statement of licensing policy.

Relevant, Vexatious and Frivolous Representations

9.4 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. For representations in relation to variations to be relevant, they should be confined to the subject matter of the variation. There is no requirement for a responsible authority or other person to produce a recorded history of problems at premises to support their representations, and in fact this would not be possible for new premises.

9.5 It is for the licensing authority to determine whether a representation (other than a representation from responsible authority) is frivolous or vexatious on the basis of what might ordinarily be considered to be vexatious or frivolous. A representation may be considered to be vexatious if it appears to be intended to cause aggravation or annoyance, whether to a competitor or other person, without reasonable cause or justification. Vexatious circumstances may arise because of disputes between rival businesses and local knowledge will therefore be invaluable in considering such matters. Licensing authorities can consider the main effect of the representation, and whether any inconvenience or expense caused by it could reasonably be considered to be proportionate.

9.9 It is recommended that, in borderline cases, the benefit of the doubt about any aspect of a representation should be given to the person making that representation. The subsequent hearing would then provide an opportunity for the person or body making the representation to amplify and clarify it.

Determining actions that are appropriate for the promotion of the licensing objectives

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.

Conditions attached to Premises Licences

10.2 Conditions include any limitations or restrictions attached to a licence or certificate and essentially are the steps or actions that the holder of the premises licence or the club premises certificate will be required to take or refrain from taking in relation to the carrying on of licensable activities at the premises in question. Failure to comply with any condition attached to a licence or certificate is a criminal offence, which on conviction is punishable by an unlimited fine or up to six months' imprisonment. The courts have made clear that it is particularly important that conditions which are imprecise or difficult for a licence holder to observe should be avoided.

10.3 There are three types of condition that may be attached to a licence or certificate: proposed, imposed and mandatory. Each of these categories is described in more detail below

Proposed Conditions

10.4 The conditions that are appropriate for the promotion of the licensing objectives should emerge initially from the risk assessment carried out by a prospective licence or certificate holder, which they should carry out before making their application for a premises licence or club premises certificate. This would be translated into the steps recorded in the operating schedule or club operating schedule, which must also set out the proposed hours during which licensable activities will be conducted and any other hours during which the premises will be open to the public.

10.5 It is not acceptable for licensing authorities to simply replicate the wording from an applicant's operating schedule. A condition should be interpreted in accordance with the applicant's intention

Imposed Conditions

10.8 The licensing authority may not impose any conditions unless its discretion has been engaged following receipt of relevant representations and it is satisfied as a result of a hearing (unless all parties agree a hearing is not necessary) that it is appropriate to impose conditions to promote one or more of the four licensing objectives. This provision also applies to minor variations.

10.9 It is possible that in some cases no additional conditions are appropriate to promote the licensing objectives.

Proportionality

10.10 The 2003 Act requires that licensing conditions should be tailored to the size, type, location and characteristics and activities taking place at the premises concerned. Conditions should be determined on a case by case basis and standardised conditions which ignore these individual aspects should be avoided. For example, conditions should not be used to implement general policy in a given area such as the use of CCTV, polycarbonate drinking vessels or identity scanners where they would not be appropriate to the specific premises. Licensing authorities and other responsible authorities should be alive to the indirect costs that can arise because of conditions. These could be a deterrent to holding events that are valuable to the community or for the funding of good and important causes. Licensing authorities should therefore ensure that any conditions they impose are only those which are appropriate for the promotion of the licensing objectives.

Hours of trading

10.13 The Government acknowledges that different licensing strategies may be appropriate for the promotion of the licensing objectives in different areas. The 2003 Act gives the licensing authority power to make decisions about the hours during which the premises can conduct licensable activities as part of the implementation of its licensing policy statement. Licensing authorities are best placed to make decisions about appropriate opening hours in their areas based on their local knowledge and in consultation with responsible authorities. However, licensing authorities must always consider each application and must not impose predetermined licensed opening hours, without giving individual consideration to the merits of each application.

10.15 Shops, stores and supermarkets should normally be free to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping unless there are good reasons, based on the licensing objectives, for restricting those hours.

10. Determination

10.1 The Sub Committee are requested to consider the application for this review, representations, and to determine this review application.

- 10.2 When considering this application, the Sub Committee will need to have regard to the North Norfolk District Council Licensing Policy and to statutory guidance under the Licensing Act 2003 issued by the Secretary of State.
- 10.3 In determining the application for a Premises Licence the Sub Committee may take the following actions:
- a. Grant the application
 - b. Grant the application subject to conditions relevant to the promotion of the licensing objectives
 - c. Refuse the application
- 10.4 This application must be determined and notified to the applicant within 5 working days from the conclusion of the hearing. Reasons for the Panel's decision must be given as both the applicant and objectors have a right of appeal against that decision to the Magistrates Court.
- 10.5 There is a right of appeal to the decision of the Sub Committee to the Magistrates court within 21 days.

Appendices:

- A. Copy of Application
- B. Plan of Premises
- C. Letters/emails of objection or support from Responsible Authorities/ 'Other Persons'
- D. Location Plan

Background Papers:

- 1. The Licensing Act 2003
- 2. North Norfolk District Council Statement of Licensing Policy (approved 17 November 2021)
- 3. Guidance issued under section 182 of the Licensing Act 2003 (April 2018)



Application to vary a premises licence 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.

We Stonegate Pub Company Limited

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

| |
|--|
| Premises licence number LN/000000918 |
|--|

Part 1 – Premises Details

| | | | |
|---|---------|------------------|----------|
| Postal address of premises or, if none, ordnance survey map reference or description | | | |
| New Inn 54 Lower Street | | | |
| Post town | Horning | Post code | NR12 8PF |

| | |
|---|---------|
| Telephone number at premises (if any) | |
| Non-domestic rateable value of premises | £30,000 |

Part 2 – Applicant details

| | | | |
|---|-----------------------|-----------------|---------|
| Daytime contact telephone number | | | |
| E-mail address (optional) | | | |
| Current residential address if different from premises address | 3 Monkspath Hall Road | | |
| Post Town | Solihull | Postcode | B90 4SJ |

Part 3 - Variation

Please tick yes

Do you want the proposed variation to have effect as soon as possible?

☒

If not, from what date do you want the variation to take effect?

Day Month Year

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
|--|--|--|--|--|--|--|--|

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1)

☐ Yes

☒ No

Please describe briefly the nature of the proposed variation (Please read guidance note 2)

1. To vary the layout of the premises in accordance with plans (drawing number 100 Revision B) supplied by the applicant. The only alteration being to license the external area as shown on the plans submitted to permit sale of alcohol, both on and off sales, within this area.
2. To permit the provision of Late Night Refreshment (indoors & outdoors) Mondays to Sundays 23:00 to 00:30 hours the following morning.
3. To amend the opening hours for existing non-standard timings to provide 30 minutes drinking up time.
4. To add a condition to the Premises Licence regarding CCTV, following consultation with Police Licensing.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

N/A

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please read guidance note 3)

Please tick all that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- 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)

| |
|--------------------------|
| <input type="checkbox"/> |
| <input type="checkbox"/> |
| <input type="checkbox"/> |
| <input type="checkbox"/> |
| <input type="checkbox"/> |
| <input type="checkbox"/> |
| <input type="checkbox"/> |
| <input type="checkbox"/> |

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

☒

Sale by retail 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 8) | | | <u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 4) | Indoors | <input type="checkbox"/> |
| | | | | Outdoors | <input type="checkbox"/> |
| | | | | Both | <input type="checkbox"/> |
| Day | Start | Finish | <u>Please give further details here</u> (please read guidance note 5) | | |
| Mon | | | | | |
| Tue | | | | | |
| Wed | | | <u>State any seasonal variations for performing plays</u> (please read guidance note 6) | | |
| Thur | | | | | |
| Fri | | | | | |
| Sat | | | <u>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</u> (please read guidance note 7) | | |
| Sun | | | | | |
| | | | | | |

B

| | | | | | |
|---|-------|--------|--|----------|--------------------------|
| Films Standard days and timings (please read guidance note 8) | | | <u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 4) | Indoors | <input type="checkbox"/> |
| | | | | Outdoors | <input type="checkbox"/> |
| | | | | Both | <input type="checkbox"/> |
| Day | Start | Finish | <u>Please give further details here</u> (please read guidance note 5) | | |
| Mon | | | | | |
| Tue | | | | | |
| Wed | | | <u>State any seasonal variations for the exhibition of films</u> (please read guidance note 6) | | |
| Thur | | | | | |
| Fri | | | | | |
| Sat | | | <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 7) | | |
| Sun | | | | | |
| | | | | | |

C – NO CHANGE

| | | | |
|--|-------|--------|---|
| Indoor sporting events Standard days and timings (please read guidance note 8) | | | <u>Please give further details</u> (please read guidance note 5) |
| Day | Start | Finish | |
| Mon | | | <u>State any seasonal variations for indoor sporting events</u> (please read guidance note 6) |
| Tue | | | |
| Wed | | | |
| Thur | | | <u>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</u> (please read guidance note 7) |
| Fri | | | |
| Sat | | | |
| Sun | | | |

D

| | | | | | | |
|--|-------|--------|--|--|----------|-------------------------------------|
| Boxing or wrestling entertainments Standard days and timings (please read guidance note 8) | | | <u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4) | | 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 5) | | | |
| Mon | | | | | | |
| Tue | | | <u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 6) | | | |
| Wed | | | | | | |
| Thur | | | | | | |
| Fri | | | <u>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</u> (please read guidance note 7) | | | |
| Sat | | | | | | |
| Sun | | | | | | |
| | | | | | | |

E – NO CHANGE

| | | | | | |
|--|-------|--------|--|----------|--------------------------|
| Live music Standard days and timings (please read guidance note 8) | | | <u>Will the performance of live music take place indoors or outdoors or both – please tick</u> (please read guidance note 4) | Indoors | <input type="checkbox"/> |
| | | | | Outdoors | <input type="checkbox"/> |
| | | | | Both | <input type="checkbox"/> |
| Day | Start | Finish | | | |
| Mon | | | <u>Please give further details here</u> (please read guidance note 5) | | |
| Tue | | | | | |
| Wed | | | <u>State any seasonal variations for the performance of live music</u> (please read guidance note 6) | | |
| Thur | | | | | |
| Fri | | | <u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 7) | | |
| Sat | | | | | |
| Sun | | | | | |

F – NO CHANGE

| | | | | | |
|--|-------|--------|--|----------|--------------------------|
| Recorded music Standard days and timings (please read guidance note 8) | | | <u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 4) | Indoors | <input type="checkbox"/> |
| | | | | Outdoors | <input type="checkbox"/> |
| | | | | Both | <input type="checkbox"/> |
| Day | Start | Finish | | | |
| Mon | | | <u>Please give further details here</u> (please read guidance note 5) | | |
| Tue | | | | | |
| Wed | | | <u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 6) | | |
| Thur | | | | | |
| Fri | | | <u>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</u> (please read guidance note 7) | | |
| Sat | | | | | |
| Sun | | | | | |

G

| | | | | | | |
|---|-------|--------|---|--|----------|-------------------------------------|
| Performances of dance Standard days and timings (please read guidance note 8) | | | <u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 4) | | 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 5) | | | |
| Mon | | | | | | |
| Tue | | | | | | |
| Wed | | | <u>State any seasonal variations for the performance of dance</u> (please read guidance note 6) | | | |
| Thur | | | | | | |
| Fri | | | <u>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</u> (please read guidance note 7) | | | |
| Sat | | | | | | |
| Sun | | | | | | |

H

| | | | | | | |
|--|-------|--------|--|--|----------|--------------------------|
| Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8) | | | <u>Please give a description of the type of entertainment you will be providing</u> | | | |
| Day | Start | Finish | <u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 4) | | Indoors | <input type="checkbox"/> |
| Mon | | | | | Outdoors | <input type="checkbox"/> |
| | | | | | Both | <input type="checkbox"/> |
| Tue | | | <u>Please give further details here</u> (please read guidance note 5) | | | |
| Wed | | | <u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 6) | | | |
| Thur | | | | | | |
| Fri | | | <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 7) | | | |
| Sat | | | | | | |
| Sun | | | | | | |

I

| | | | | | |
|--|-------|--------|--|----------|-------------------------------------|
| Late night refreshment Standard days and timings (please read guidance note 8) | | | Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4) | Indoors | <input type="checkbox"/> |
| | | | | Outdoors | <input type="checkbox"/> |
| | | | | Both | <input checked="" type="checkbox"/> |
| | | | | | |
| Day | Start | Finish | | | |
| Mon | 23:00 | 00:30 | Please give further details here (please read guidance note 5) Hot food and drink provided as and when required including functions or events | | |
| Tue | 23:00 | 00:30 | | | |
| Wed | 23:00 | 00:30 | State any seasonal variations for the provision of late night refreshment (please read guidance note 6) | | |
| Thur | 23:00 | 00:30 | | | |
| Fri | 23:00 | 00:30 | 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 (please read guidance note 7) New Years Eve 23:00 hours to 01:00 hours the following morning | | |
| Sat | 23:00 | 00:30 | | | |
| Sun | 23:00 | 00:30 | | | |

J – NO CHANGE

| | | | | | |
|---|-------|--------|---|------------------|--------------------------|
| Supply of alcohol Standard days and timings (please read guidance note 8) | | | Will the supply of alcohol be for consumption (Please tick box) (please read guidance note 9) | On the premises | <input type="checkbox"/> |
| | | | | Off the premises | <input type="checkbox"/> |
| | | | | Both | <input type="checkbox"/> |
| | | | | | |
| Day | Start | Finish | | | |
| Mon | | | State any seasonal variations for the supply of alcohol (please read guidance note 6) | | |
| Tue | | | | | |
| Wed | | | | | |
| Thur | | | 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 7) | | |
| Fri | | | | | |
| Sat | | | | | |
| Sun | | | | | |

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 8) |
| None |

L

| | | | |
|---|-------|--------|---|
| Hours premises are open to the public Standard days and timings (please read guidance note 8) | | | State any seasonal variations (please read guidance note 6) |
| Day | Start | Finish | |
| Mon | | | |
| Tue | | | |
| Wed | | | |
| Thur | | | |
| Fri | | | |
| Sat | | | |
| Sun | | | 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 (please read guidance note 7) 10:00 to 01:00 hours on the Friday-Monday of each Bank Holiday weekend; and 10:00 New Years Eve – 01:30 hours New Years Day |

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

N/A

Please tick yes

- I have enclosed the premises licence ☒
- I have enclosed the relevant part of the premises licence ☒

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

N/A

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b,c,d,e) (please read guidance note 11)

[The information provided in this box is solely for information only and not intended to be converted into conditions on the licence.]

We have considered the impact of the proposed variation which allows for the creation of an external bar servery and “chip shop” within existing outbuildings of the premises, adds late night refreshment and inclusion of a CCTV condition agreed in consultation with Police Licensing.

The applicant has carefully considered the application, the effect upon the licensing objectives and the Council's Licensing Policy, and believes the variation and changes sought are unlikely to undermine the licensing objectives. In particular the bar server/dispense area will be of benefit to aid customer and staff flow and aid social distancing and service in the existing external area. The Company have a number of premises where gardens and outside areas are licensed and operate a number of external bar serveries and their experience is that the outside areas gain in customer supervision and overall flow of staff and customers.

Steps have been taken to ensure promotion of the licensing objectives if the application is granted and this includes consultation with police licensing prior to submission. As a result of that consultation, an additional condition as to CCTV provision, not currently on the licence, has been offered to further bolster the operating schedule to ensure promotion of licensing objectives if the application is granted.

Additionally, in respect of the external bar server the following internal measures will be in place to ensure continued promotion of the licensing objectives:

- the bar will be manned at all times it is trading by at least one person
- staff will monitor the external area at times the bar is trading,
- existing measures, policies and procedures in place internally would also apply to the outside bar, such as age verification checks, challenge policies, refusals logs.
- Stonegate operate many sites with an external server, including in close proximity to residents, and the company's noise management and outside areas policies will continue to be implemented and adapted at site level as appropriate.

Considering the above, we believe that the variation will not undermine the Licensing Objectives. The Applicant believes that the proposed internal measures, amended and existing conditions within the current licence, alongside the experience of the applicant in operating premises with external an external server and policies in place as to managing external areas, will ensure the premises continue to promote the Licensing Objectives if the application is granted and further conditions are not required.

b) The prevention of crime and disorder

See a) above and also to add the following condition:

1. CCTV will be in operation while the premises are open for licensable activities. Images will be stored in digital format, for at least 28 days, and made available to Police or regulating authorities upon reasonable request, in accordance with Data Protection legislation.

c) Public safety

See a) above

d) The prevention of public nuisance

See a) above

e) The protection of children from harm

See a) above


Please tick yes

- I have made or enclosed payment of the fee or ☒
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy ☐
- I have sent copies of this application and the plan to responsible authorities and others where applicable ☒
- I understand that I must now advertise my application ☒
- I have enclosed the premises licence or relevant part of it or explanation ☒
- I understand that if I do not comply with the above requirements my application will be rejected ☒

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.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 13). **If signing on behalf of the applicant please state in what capacity.**

| | |
|-----------|---|
| Signature |  |
| Date | 14 March 2022 |
| Capacity | Poppleston Allen – Solicitors for & on behalf of the applicant |

Where the premises licence is jointly held signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 14). **If signing on behalf of the applicant please state in what capacity.**

| | |
|-----------|--|
| Signature | |
| Date | |
| Capacity | |

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)

Michelle Peach
Poppleston Allen Solicitors
37 Stoney Street
The Lace Market

| | | | |
|---|---------------|------------------|---------|
| Post town | Nottingham | Post code | NG1 1LS |
| Telephone number (if any) | 0115 953 8509 | | |
| If you would prefer us to correspond with you by e-mail your e-mail address (optional) m.peach@popall.co.uk | | | |

Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
2. 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.
3. 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.
4. Where taking place in a building or other structure please tick as appropriate.
Indoors may include a tent.
 5. For example state 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.
 6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 8. 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.
 9. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
 10. 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.
 11. Please list here steps you will take to promote all four licensing objectives together.
 12. The application form must be signed.
 13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 14. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
 15. This is the address which we shall use to correspond with you about this application.

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Lara Clare

From: Brooks, Christopher <Christopher.BROOKS1@norfolk.police.uk>
Sent: 23 March 2022 11:53
To: Licensing
Cc: Licensing Team (Norfolk)
Subject: Variation to Premises Licence - The New Inn, 54 Lower Street, Horning

Dear licensing team,

This email confirms police have received the application to vary the premises licence at the above premises.

There are no police objections.

Chris Brooks

Licensing Officer

Norfolk Constabulary

Bethel Street Police Station

Norwich, Norfolk, NR2 1NN

Mobile 07825 582890

This e-mail carries a disclaimer

Go here to view [Norfolk Constabulary Disclaimer](#)

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Group Manager Eastern
Friars Lane
GREAT YARMOUTH,
NR30 2RP

Website: www.norfolk.gov.uk/safety/norfolk-fire-and-rescue-service

Licensing Department
North Norfolk District Council
Council Offices
Holt Road
Cromer
Norfolk
NR27 9EN

| | |
|-----------------|-----------------------------|
| Please ask for: | Sarah Palmer |
| Direct Dial: | 0300 123 1254 |
| Email: | sarah.palmer@norfolk.gov.uk |
| My Ref: | 00009512 |
| Your Ref: | WK/220003147 |

18 March 2022

Dear Sir

The Regulatory Reform (Fire Safety) Order 2005

With reference to – Licensing Act 2003

Premises: New Inn Public House, 54 Lower Street, Horning, NR12 8PF

I acknowledge receipt of the application for the above premises.

As these premises fall within the scope of the Regulatory Reform (Fire Safety) Order 2005, I would like to draw your attention to the following guidance documents:

Small and Medium Places of Assembly: This guide is for all employers, managers, occupiers, and owners of small (accommodating up to 60 people) and medium (accommodating up to 300 people) places of assembly including: Public houses; Clubs; Village halls; Community centres; Libraries; Marquees; Churches; and other places of worship or study. ISBN 13: 978 1 85112 820 4

Large Places of Assembly: This guide is for all employers, managers, occupiers, and owners of larger premises where more than 300 people could gather including: Shopping Centres (not the individual shop unit), Night Clubs and Public Houses, Exhibition and Conference Centres, Sports Stadia, Marquees, Museums, Libraries, Churches, Cathedrals and other places of worship or study. ISBN 13: 978 1 85112 821 1

Both of these publications are available to download from;

www.norfolkfireservice.gov.uk/nfrs/prevention/fire-safety-regulations/38-fire-risk-assessment-guides

It is necessary where material alterations are proposed to comply with the Building Regulations 2000. In this case an application must be submitted to the Local Building Control Authority or an Approved Inspector.

Should you require any further assistance please do not hesitate to contact me on the number shown above.

Yours faithfully

A handwritten signature in black ink, appearing to read 'SPalmer', with a stylized, cursive script.

Sarah Palmer
Fire Safety Officer

Lara Clare

From: Horning Parish Clerk <horningparishclerk@hotmail.com>
Sent: 07 April 2022 15:38
To: Licensing
Cc: Adam Varley
Subject: LN/000000918

Categories: Sarah

You don't often get email from horningparishclerk@hotmail.com. [Learn why this is important](#)

Ref: WK/220003147. The New Inn

Dear Licensing team

As you will know, the Parish Council has been inundated with complaints and concerns regarding this application.

The Parish Council, following the licensing team not allowing an extension of time for further clarification of the application, must **OBJECT** to the application on the basis of an inevitable increase in antisocial behaviour and noise disturbance relating to item 1 of the application: 'To vary the layout of the premises in accordance with plans (drawing number 100 Revision B) supplied by the applicant. The only alteration being to license the external area as shown on the plans submitted to permit sale of alcohol, both on and off sales, within this area'

The Parish Council was grateful to the New Inn management for attending a recent Parish Council meeting, and recognises that in relation to item 2 of the application regarding hours it is simply tidying up an anomaly, but it does object to the licensing of an outdoor bar.

In order to minimise light pollution, the Parish Council recommends that any outdoor lights associated with this proposed development should be:

1. fully shielded (enclosed in full glass cut-off fittings)
2. directed downwards (mounted horizontally to the ground and not tilted upwards)
3. switched on only when needed (no dusk to dawn lamps)
4. white light low energy lamps (Philips Cosmopolis or fluorescent) and not orange or pink sodium sources)

Please see below relevant history

Kind regards

Jo

From: [Licensing](#)
Sent: 05 April 2022 11:15
To: ['Horning Parish Clerk'](#)
Cc: [Cllr. Adam Varley](#)
Subject: RE: The New Inn license application

Dear Jo

Thank you for your email,

Unfortunately we are unable to allow an extension time. The licence application is given 28 days statutory consultation period, to make a decision and allow time for any objections to be made.

Therefore the closing date for any objections should be made no later than 5pm on the 11 April 2022.

Kind Regards

Sarah

From: Horning Parish Clerk <horningparishclerk@hotmail.com>
Sent: 05 April 2022 10:53
To: Licensing <licensing@north-norfolk.gov.uk>
Cc: Adam Varley <adam_varley@yahoo.com>; Cllr. Adam Varley <Adam.Varley@north-norfolk.gov.uk>
Subject: The New Inn license application

Dear Licensing Team

The Parish Council and the parish of Horning have been discussing this application at length and I know that you will have read hundreds of emails on the subject.

As this is so controversial, **I would like to ask please for an extension of time** until after the next Parish Council meeting so that parishioners and Councillors may have more time to discuss the application, which is absolutely not what we all thought it was!

The next meeting is Wednesday 4th May and I would be able to let you have a response the following day. Please would you let me know?

I've copied the District Councillor, who is also a Parish Councillor

With thanks
Jo

Dear all

At the Parish Council meeting last night Steve McMahon (Area Manager, Stonegate Pub Company Limited) and Steve Tresant (General Manager of the New Inn) explained to Councillors and parishioners more about the licensing application that many parishioners in Horning have been in contact with the Parish Council and the District Council about. For your information, both gave their mobile numbers and were keen for parishioners to contact them. Steve Tresant's number is 07710252073. The Council and parishioners were grateful that the New Inn and engaged so readily with the village.

The application is as follows:

1. To vary the layout of the premises in accordance with plans (drawing number 100 Revision B) supplied by the applicant. The only alteration being to license the external area as shown on the plans submitted to permit sale of alcohol, both on and off sales, within this area.
2. To permit the provision of Late Night Refreshment (indoors & outdoors) Mondays to Sundays 23:00 to 00:30 hours the following morning.
3. To amend the opening hours for existing non-standard timings to provide 30 minutes drinking up time.
4. To add a condition to the Premises Licence regarding CCTV, following consultation with Police Licensing

The complaints have in general been focussing on item 2 above. It was interesting to learn that the New Inn already has a license to 0030 hours and doesn't use it or have any intention of using it. Because the New Inn were putting in an application for the other 3 items they also wished to 'tidy up' the licensing which hadn't previously made sense. Up until now, the New Inn had a license for customers to drink alcohol at the bar after 12 midnight, but not tea or

coffee or soft drinks. This was an anomaly which they hope to tidy up with this application. Parishioners and Councillors were satisfied with this element of the application.

You may be interested to learn that the other pubs in the village have licenses to 3am and 1.30am. Again, being village pubs, this license is not maximised for obvious reasons

After lengthy discussion the publicans left the meeting, as did some members of the public.

The Parish Council also discussed the element of the application which focusses on the outdoor sales of alcohol, and the Parish Council suspects that it is this element which it may find more controversial. Noise, risk and anti-social behaviour are some of the obvious concerns with an outdoor license. As parishioners explained at the meeting, the noise travels over the water and most of the village can hear noise from the New Inn at times.

The Parish Council resolved to ask the NNDC licensing team for an extension of time on the response required from the Council, in order to give parishioners time to understand the detail of the application and to wait for the next Parish Council meeting.

In the meantime, I will be asking NNDC for a time extension on the consultation, and contacting the New Inn to find out more about their application for an outdoor license.

Kind regards

Jo

North Norfolk District Council

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Follow us on Twitter - <http://twitter.com/NorthNorfolkDC>

Think before you ink - do you really need to print this?

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Telephone: [REDACTED]

Email: [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
27 March, 2022

**Application by The New Inn, Horning to extend their licensing hours
(Reference WK/220003147)**

We are very disappointed that the New Inn in Horning, owned by Stonegate Pub Company Limited, based in Solihull, wishes to extend its licence hours from 11pm to 12.30 a.m., plus an extra half an hour drinking-up time, seven days a week, and it demonstrates their limited understanding of the nature of the area in which the pub is situated. Horning is a residential village and not an urban town where many other Stonegate pubs are situated.

We also note that according to some publicity they already presume their licensing application is a fait accompli but in itself proves they have done little to consult or address the concerns of residents.

Therefore, we object to the extension of the licence on the following grounds:

Public Safety.

We are concerned about the combination of late-night drinking next to the River Bure and the potential danger to life and limb. Alcohol next to water is never a good combination and peoples' understanding of safety disappears under the influence of late-night drinking.

Regarding Parking. The New Inn has very few (12) parking spaces and river moorings. The consequence must be that customers will drive to the New Inn and park on either the narrow Lower Street or in nearby residential streets. Lower Street is already an area where little attention is paid to the speed limit of 20 miles per hour and there are already potential dangers inherent where there are limited footpaths (much of the area leading to and from the New Inn has limited pathways).

We believe that if on-road parking increases it is not only dangerous to pedestrians, but it has the potential of impeding emergency vehicles including fire engines, ambulance, and staff from safety boats in reaching their destinations.

We have already noted drinking glasses being left in the street.

Crime and Disorder.

The New Inn in Lower Street is set in the middle of a residential area and next to the River Bure.

An extension of their licencing hours is likely to attract customers from far and wide, possibly attracting 'stag' and 'hen' parties where their local pub closes earlier.

The request from the New Inn by Stonegate Pub Company to instal CCTV cameras immediately suggests that they themselves are concerned about potential crime and violence

that late night drinking might cause. We note that Stonegate is a company that owns many pubs, so this must reflect their experiences elsewhere.

At least one resident on Lower Street already has experienced late-night revellers trying to get into her house on more than one occasion because they mistook her home for their holiday accommodation.

Prevention of Public Nuisance

One must presume that the application to extend the licensing hours is to increase trade.

We have already mentioned the public nuisance caused by limited parking space at the New Inn and the overspill onto Lower Street and the surrounding area.

For those driving and walking to the pub it will inevitably bring with it noise from late night revellers calling out to each other and slamming car doors, added to which it is well known that water increases the volume and noise drift.

We suggest that the New Inn has little interest in the effects on neighbours and will do little to control it. An example of which was during the recent football Cup Final when they played outdoor music and TV commentary at vastly increased volume which could be heard far and wide, attracting the attention of the Parish Council chairman who spoke with them about this matter.

Protection of Children

There are children in the village, some of whom live close by. Expressions of concern have already been noted by parents whose children have been woken by late night parties and gatherings at the pub. Opening even later will bring additional strain. Families on boats mooring at the New Inn with children on board are unlikely to welcome noise from late-night revellers, some of whom may also be staying on boats.

We urge the council to refuse this planning application.

[REDACTED]

cc Horning Parish Council

Public Protection Team
North Norfolk District Council
Holt Road
Cromer
Norfolk
NR27 9EN

The Broads Authority

Yare House

62-64 Thorpe Road

NORWICH

NR1 1RY

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Objection to The New Inn application to extend its licensing hours.

From 

NORTH NORFOLK D.C.

31 MAR 2022

POSTAL SERVICES

I object to the proposed licence application to allow The New Inn, Lower Street, Horning NR12 8PF (Premises licence number LN/000000918) to extend its opening hours until 12.30am with half an hours drinking up time.

I have lived opposite The New Inn for almost 30 years and have witnessed and personally felt the impact of the behaviour of people who have been enjoying a visit to the pub.

I object to this proposed licence application on the following grounds:

Public Safety

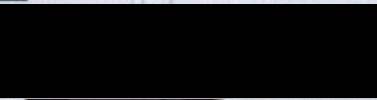
With this extension to licensing hours The New Inn will become the late night drinking venue for the area. The extra customers, attracted by late night drinking, will necessarily come and go by car. Parking is very limited on The New Inn premises and along the very narrow access road through the village - a road that has no pavements or street lighting. Customers walking back to their cars in the pitch black and others driving out of the entrance of The New Inn, which has a very restricted view of the road, create a safety issue for all concerned.

Prevention of Public Nuisance

Customers will be finishing drinking at 1a.m. and then leaving the premises to find their cars or to start walking home. The noise of cars revving and people calling out which inevitably follows turning out time will go on way past 1a.m. when most residents will be fast asleep. To be woken by such sounds and at this time in the morning is quite distressing. And this extension is for every night not just for special occasions or at the weekend.

Crime and Disorder

When people imbibe in alcohol their behaviour can become unpredictable and sometimes dangerous. Although it may be termed minor crime I have had my car damaged by drunkards who threw the bench outside my cottage against the boot of my car. I have also been woken up by people screaming obscenities. Such incidents could become more frequent if The New Inn's licence is extended and it becomes the go-to pub for late night drinking.

Signed 

26-03-22

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Lara Clare

From: [REDACTED]
Sent: 02 April 2022 16:21
To: Licensing
Subject: Public Protection Team

Categories: [REDACTED]

[You don't often get email from [REDACTED] Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification.>]

Re.
The New Inn
54 Lower Street
Application for outdoor licence extension LN/000000918

I would like to object to the above license being granted. I live at no. 59 Lower Street which is a residential area. At numbers, 36, 40, 46 and 69 live residents who are over 85 years old and go to bed before 10pm. An outdoor licence until 12.30am will create a severe public nuisance for those of us who live nearby. It is a quiet road in the evenings and sound reverbs around. With people drinking and socialising outside there is the potential for serious noise - laughter, shouting, slamming of car doors etc. This application is not for the benefit of locals but for holidaymakers, especially those on boats who moor up at the New Inn. They have one week of fun, we will have to endure this every night for weeks. An occasional late night licence is acceptable but not for 7 days a week. The pub needs the locals to keep it going during the winter, this proposal will alienate us.

Yours sincerely,

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Sent from my iPad

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From: [REDACTED]
Sent: 30 March 2022 15:45
To: Licensing
Subject: Objections to The New Inn's application to extend the Licensing hours in Horning

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: [REDACTED]

[You don't often get email from [REDACTED] Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification.>]

From [REDACTED] and [REDACTED]
[REDACTED]

Dated 30th March 2022

[REDACTED] hereby object to the proposed licence application by The New Inn, 54 Lower Street, Horning, NR12 8PF (Premises Licence number LN/000000918), to extend its opening hours until 12.30 am with half an hours 'drinking up time' on the following grounds.

Prevention of Public Nuisance

Horning is a small Broadland village with a narrow road running through it with residential properties and businesses side by side. We strongly oppose the extension of opening hours of the New Inn as this would bring unwanted late night revellers to the village. It would only attract the 'hen and stag night parties' who will drink too much and become rowdy as is the case when they are fuelled by alcohol. The visiting boats moored at the New Inn quay are mainly families who will not benefit with late night opening. Horning village is not a night club nor a party village but a pretty Broad's village and does not want a night club atmosphere disturbing residents or family holiday makers.

Crime and Disorder


We are concerned that when the Swan Inn and the Ferry Inn at either end of the village close at 11 pm, the drinkers there will move on to the New Inn to continue drinking then return to their boats or cars worse for wear causing rowdy behaviour and vandalism through the village disturbing the residents and holiday makers alike. It could also attract holiday makers and locals from other Broadland villages to descend on Horning knowing the New Inn was open later causing even more noise and pollution. We are not aware of any other Broad's village pubs open beyond 11 pm.

Public safety

We have concerns towards the public safety as too much alcohol and being on the water on a boat is never a good mix. If boaters want to continue drinking into the night they can do so in the safety of the cabin on their boat without disturbing their neighbours. We are also concerned about the parking. There is only limited parking in the vicinity of the New Inn and should cars park along the narrow road through Horning this could severely restrict the road for emergency services.

Protection of children

Throughout the holiday season and during school holidays many families rent the numerous properties available in Horning, many of which are situated on Lower Street and we feel the children should not be disturbed and woken up by late night noise of revellers returning to their boats or cars. They have probably chosen their holiday destination for a quiet stay, especially the evenings and night.



Sent from my iPad

Lara Clare

From: [REDACTED]
Sent: 03 April 2022 12:36
To: Licensing
Subject: The New Inn 54 Lower Street Horning NR12 8PF. Premises Licence Number LN/000000918

Categories: [REDACTED]

[You don't often get email from [REDACTED]. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Good Morning

We have seen the Notice proposing that The New Inn Horning be allowed an extension to their Licence to extend its opening hours until 12.30 with drinking up time of 30 minutes.

We do not think this is a suitable extension in a quiet residential village on the Broads. The extension not only means drinking until late but will be accompanied by bright lights in the car park and grounds of the inn and onto the river. We understood that this is a conservation and dark area in the National Park and we feel that the lights and noise will unfortunately mean that part of the area will become like a theme park and not an area of conservancy.

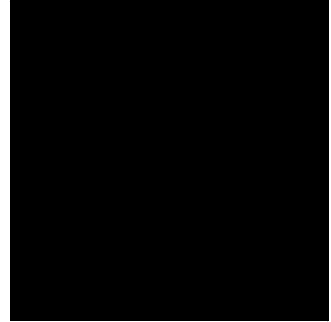
There we object to this proposed extension.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Sent from my iPad

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Telephone Number



Public Protection Team
North Norfolk District Council
Holt Road
Cromer
Norfolk.
NR27 9EN

27th March 2022

Premises Licence Number LN/000000918

Dear Sirs,

Further to the application to extend the licensing hours of the New Inn, Lower Street, Horning, NR12 8PF, we wish to note our objections.

We believe the proposed extension of opening hours from 11pm until 12.30pm, with 30 minutes drinking up time, will impact on the village regarding Crime and Disorder. The New Inn is in the centre of the village surrounded by residential and holiday let properties. We are fearful of the potential rise in crime and also anti-social behaviour. We already experience some disturbance, particularly in the summer months, with noise from the customers. As many of our neighbours in the direct vicinity of the New Inn are very elderly, we have concerns regarding alcohol fuelled vandalism.

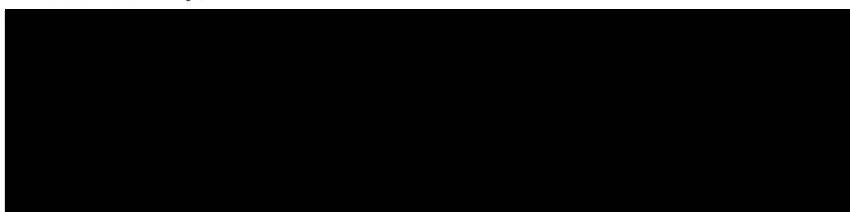
We also have a concern for Public Safety if this application is granted. We frequently witness disturbances on the moored boats at the New Inn due to alcohol fuelled behaviour. We have seen many boats leaving erratically and to our mind dangerous to other river users. The road frontage of the New Inn is particularly narrow with very little parking in the carpark or the surrounding roadside, it also has no pavements or street lights in the area. We believe this would again impact on the safety of residents, especially if emergency vehicles were needed.

We feel that granting this application would provoke a Public Nuisance for both residents and holidaymakers alike. The voice and conversations of people walking along can often be heard and this is especially true late at night, when groups of people whether sober or inebriated go by.

We have particular concerns regarding the Protection of Children. During the summer months we attract many families both in the holiday cottages and on the boats. Our concern is that they could possibly be disturbed and also see behaviour and hear language that is not conducive to being on holiday in a picturesque village on the Norfolk Broads.

We thank you for your consideration and service.

Yours faithfully,



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From: [REDACTED]
Sent: 11 April 2022 12:55
To: Licensing
Cc: planning@broads-authority.gov.uk
Subject: Fwd: License extension at The New Inn. Lower Street Horning. License no 000000918.

[You don't often get email from [REDACTED] Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification.>]

Principle objections to the licence application as detailed above.

> Following the Horning Parish Council meeting on Monday 4th of April. I would like to register my concerns regarding this proposal.

>

> Two persons, the current manager of the premises and an area manager from the Stonegate Pub Group, who have, in the last six or so months taken ownership of the premises, kindly came to a Horning parish council committee meeting to explain their intentions and any material changes in their procedures at the premises going forward.

>

> It was explained by them both, that the intention was to work with the village and the residents in the surrounding area and to be good neighbours.

>

> All the councillors present at the meeting and the small group of local residents who also attended were assured that they could expect a minimal change of business practices from that previously seen in the past and that they should gauge the business policies of the new management team from the the first six months of their trading in the village since the late autumn.

>

> No longer business hours were envisaged and the requested adjustment of some of the timing periods, within their existing license which were already in place was just to 'tidy up' small anomalies and discrepancies between the late selling of drinks which strangely were different between alcoholic and non alcoholic varieties.

>

> Looking at their Facebook page it has been observed that only three days before the council meeting it was announced by the New Inn that new additional opening hours should be noted and that these had just been increased. This change with later opening hours was to take place immediately.

>

> This illustrates the ease with which any further alteration and lengthening of the opening hours can, at a whim, be extended by them within the current licence conditions.

>

> Another part of the proposed planning application was to add additional licensing to a wooden building in the waterside garden part of the premises away from the currently licensed public house brick building. This area of the premises is shown on the application plan and described as Patio.

Interestingly there was no seating or table plan shown on this otherwise very comprehensive document, just the positioning of some raise flower beds.

>

> The existing wooden shed type building was proposed to include a fish and chip frying unit both for customers of the New Inn and for off site consumption sales as well as an additional public bar facility for the sale of alcoholic and non alcoholic beverages

(I cannot recall seeing notice of any application to the Broads Authority for change of use for this structure. Perhaps such a change of use permission is not required within planning law / conditions.)

>

> I understand that this licensing application would enable the current business to expand over the site to increase sales of both food and liquor when presently, due to restricted space within the currently licensed premises, it had been unable to satisfactorily do so.

This, in my opinion is a change of use to enable expansion of footfall and a far larger number of customers to be served within the footprint of the existing premises. There was no mention of this that I can recall at the council meeting.

>

> It is noticeable how during this last few days the number of fine new tables and chairs in the outside patio area seem to have been increased from those old ones which have been replaced.

> This would indicate that they are expecting to substantially grow the number of covers in this waterside part of the premises which can only contribute to extra outside noise during the days but particularly during the long summer evenings. On a quick walk through last night I estimated outside seating on this patio area to contain about one hundred and twenty covers.

> A proper inspection by the necessary interested parties concerned with this application would confirm the exact number.

>

> At the parish council meeting It was explained by a resident present that noise carries over water and functions previously carried out on the premises of the New Inn could clearly be heard by residents living on Crabbets Marsh some three or four hundred meters away across the marshes and down the river Bure.

>

> Many of the residents living in Horning are in their twilight years with at least twenty residents living within less than two hundred meters of the New Inn who are over eighty years old.

> Any unwanted extra disturbance in their lives would be an unwelcome imposition and should not have to be tolerated.

>

> -----
Anticipated traffic and road safety related problems.

>

> Currently driving on Lower Street, which is historically very narrow, is very haphazard.

> Most of Lower Street, because of its narrow roadways with very few pavements and often busy pedestrian activity is restricted to a twenty mile per hour speed limit.

> This unfortunately is not very well observed and the traffic often exceeds this speed quite considerably.

> Walking in safety on the roadway from one end of Lower Street to the other, (approximately a distance of about a mile) particularly at busy times during the holiday season is already, without coming into conflict with motor vehicles, an impossibility.

> This established street has seen no improvements in width or access for at least seventy years and has got to pose more of a problem as visitors and traffic flow has increased year on year.

>

> There are only two or three places where pedestrians are afforded the luxury of a single file pavement and holidaymakers mostly walk the length of Lower Street exploring the village on the public highway often in family groups along with children, push chairs and dogs both on and off the lead.

>

> Parking in the village particularly in the summertime is already at a premium. Parking particularly at any point along Lower Street can be virtually impossible.

>

> The New Inn itself will probably currently employ upward of ten to fifteen people, chefs, kitchen preparation staff and bar staff along with supervisors and cleaning staff.

The addition of a second bar area outside of that which is currently licensed, will require two or three more staff to man it, at a minimum. Additionally the proposed fish and chip shop will add, in my opinion, at least another two or three staff members to the quota.

>

> I would suggest that a good number of these staff will arrive for work by car and will require somewhere to park.

> As there seem to be just twelve parking spaces within the grounds of the New Inn I would suggest that all the employees of the company will be encouraged to park outside the premises so as to leave space within the premises for paying customers to park when they visit by car.

>

> The three parking spaces on the roadway directly adjacent the New Inn already service the Chinese take away and the two or three adjoining terraced cottages. These three or four spaces are from experience full for most of the day and in the evenings.

>

> Parking spaces along the road in front of the New Inn premises are clearly marked to be left vacant for the many deliveries for both the food for the restaurant and of course for the almost daily liquid refreshment delivery requirements of a busy establishment.

> There is also parking restrictions in front of the adjoining boatyard premises where both their service vehicles and their customers park. Parking in these spaces at night when the business is closed is clearly forbidden by the owners due for the need to have space available for their staff who can be called back to the premises at night for customer emergency breakdown work and of course for emergency services as a large amount of inflammable materials including marine fuel is kept on site.

> The roadway for one hundred meters either side of the New Inn entrance is already often restricted to one way traffic due to parking and road width considerations.

>

> In short Lower Street is often overcrowded and not really fit for purpose.

>

> I am very concerned that the parking requirements of a dining and drinking establishment with what appears to be over one hundred and sixty covers, plus casual drinkers, (with just twelve parking bays on site) will cause chaos on the already overloaded and overcrowded roadway in the close vicinity to the premises and it will not be at all adequate to cope particularly in the busy summer months.

>

> Add to this casual outside parking requirements, (just for five to ten minutes to collect fish and chips) and I start to envisage serious congestion problems particularly if there is any need for fire, ambulance and other emergency services.

> With so many boats moored in Horning village (well over five hundred) and with the many off river mooring plots with three or four major marinas and boatyards it is not unusual to hear the sirens of the emergency services.

>

> Unhindered access and safe traffic flow is essential for the safety of all residents and visitors at such times.

>

> Any vehicle parked on one side of the narrow street immediately restricts the roadway to single file and much of lower street, probably for this reason, is controlled by yellow line parking restrictions.

>

> Might I suggest a visit to the vicinity by the emergency services and the Norfolk County Council traffic planners of the Norfolk County Council and Broads Authority to gauge the suitability of the public roadway to cope with any additional traffic, which is bound to increase should this extra licensed area and proposed fish and chip shop be granted planning permission.

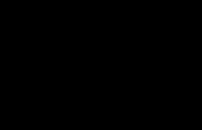
>

> We already have two licensed public Houses, , one at each end of Lower Street, which are served with their own multi spaced car parking facilities adjacent to their premises.

>

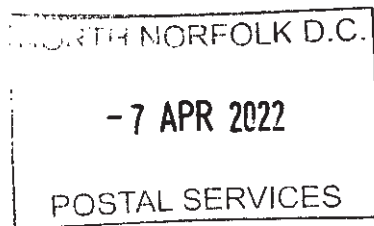
> Should the lack of a staff parking facility at the New Inn combined with the lack of any real adjacent safe roadway parking for more than twelve customers vehicles restrict any additional activities at these premises as requested, at this present time.?

>



>

> Sent from my iPad



[REDACTED]
[REDACTED]
[REDACTED]

5.4.22

The North Norfolk District Council

Dear Sirs,

The New Inn have applied for a late licence.

to

Please may we object to this application.

Our grounds are.

The increase in noise and probable disorder.

Danger to children and elderly people

Yours faithfully,

[REDACTED] [REDACTED]
[REDACTED] [REDACTED]
[REDACTED]

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From: [REDACTED]
Sent: 04 April 2022 14:34
To: Licensing; Cllr. Adam Varley
Subject: Application for the extension of licence, The New Inn, Horning.

Categories: [REDACTED]

[REDACTED]
North Norfolk District Council, licensing dept, ,

Please take our concerns into consideration when considering the New Inn application for an extension of their licence.

We understand there are four areas to consider when objecting.

Crime, Disorder and the prevention of public nuisance.

With more time to drink and become inebriated peoples inhibitions often leave them and so does the need to have consideration for others often causing excessive noise and, at times vandalism. The pub is next to the water and those drinkers from moored boats need to be extra vigilant when accessing their vessels, in many deaths on the broads alcohol is a contributory factor to the tragedy, I am concerned that by 00.30 the amount of alcohol consumed may increase the risks of a tragedy occurring.

Protection of children and public nuisance.

Previous extensions have led to extreme noise traveling throughout the village and on the water. Adults and children have work and school to get up for. On previous occasion the football coverage could be heard well enough to follow it indoors by those living nearby and music has rocked the houses with sound. .

This can easily lead to **disorderly** conduct by those trying to relax or sleep. When tired conflict between the New Inn staff and others is likely to erupt causing further disturbance and bad feeling.

To run a pub in a village needs the consideration of those living nearby as well as business for the pub, good relations with neighbours is key to keeping busy for the whole of the year . A balance between commerce and living standards must be considered.

Kind regards,

[REDACTED]

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Lara Clare

From: Cllr. Adam Varley
Sent: 28 March 2022 14:29
To: [REDACTED]
Cc: Licensing
Subject: RE: Late night opening of New Inn

Categories: [REDACTED]

Dear [REDACTED]

Thank you for your email. I have copied in NNDC licensing, who will make note of your objection.

I am getting a lot of correspondence on this matter and the determination of this application would be best going to committee - this is a more transparent and democratic process for applications which need further scrutiny and discussion. This is what I would consider to be a high profile and contentious application.

I hope this helps?

Take care,

Adam

-----Original Message-----

From: [REDACTED]
Sent: 28 March 2022 14:16
To: Cllr. Adam Varley <adam.varley@north-norfolk.gov.uk>
Subject: Late night opening of New Inn

[You don't often get email from [REDACTED] Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

I wish to make an objection to the late night opening of the New Inn public house of Lower Street, Horning. I object on the grounds of owning a property at [REDACTED] which is opposite the New Inn. The late night opening will impact on the peacefulness of the village and the general disturbance to elderly neighbours who will be hoping to rest at the time the pub will be closing. The general rowdiness of visiting holiday makers will impact on the surrounding neighbours as they leave the pub by both cars and by foot. There are also fears for the influence of alcohol on this late night visitors with possible violence and antisocial behaviour. I am hoping that this application will be rejected and that the general peacefulness of the village can be maintained. Regards,
[REDACTED]

Sent from my iPad

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Lara Clare

From: [REDACTED]
Sent: 25 March 2022 17:45
To: Licensing
Cc: horningparishclerk@hotmail.com; planning@broards-authority.gov.uk
Subject: Objection to extension to licence LN/000000918

Categories: [REDACTED]

[REDACTED]
Dear sir,

I wish to object to the extension of the licensing hours of the New Inn public house number LN/000000918

On the grounds of public nuisance and safety.

Horning is a quiet country village not a city or party hub.
Why do you need to extend the opening hours of a country pub?

We who live here have long enjoyed the fact that we have 3 pubs, but they are places to eat and drink and socialise and this can be completed by 11 p.m. easily.
So that children and holiday makers and residence can enjoy a peaceful night sleep.
I think longer hours would mean boats of stag and hen parties would make a beeline and party the night away on the moorings outside the pub long into the night.

The pub is on the river which means an increased risk of danger from drowning from too much alcohol.
longer drinking hours must increase the risk.

There is only one road from the pub so all traffic would go past houses of both residence and holiday makers who come to the village for the peace and quiet.

If you need CCTV you are expecting an increased risk of anti-social behaviour there is no anti-social behaviour in Horning at the moment.

If you allow one pub to open late the other pubs may ask to do the same. Turning Horning into a party hub with all the noise and coming and going this entails.
I hope that common sense prevails and the New Inn will continue to be a country pub.

Your sincerely

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Objection to The New Inn's application to extend its licencing hours in Horning

[REDACTED]
[REDACTED]
Dated 24th March 2022

[REDACTED]
Horning, NR12 8PF (Premises licence number LN/000000918) to extend its opening hours until 12.30 am with half an hours 'drinking up time' on the following grounds

Crime and Disorder.

We object to the application for an extension of licencing hours for the New Inn in Horning which is situated in the middle of what is a residential area. The application would mean the New Inn which currently closes at 11pm would be allowed to remain open until 12.30am or even 1am if half an hour's drinking up time is taken into account. This is likely to bring those who want to sleep into conflict with those who want to socialise late into the night. We object on the grounds of a potential increase in crime and anti-social behaviour in the heart of our village community. Such behaviour is well documented in other areas with late night venues. Specifically, alcohol related incidents, an increase in demand for the sale of illegal drugs and vandalism.

Public Safety.

We have serious concerns about public safety. Anger and alcohol is never a good combination, especially near rivers and lakes. Be it from disturbed residents or holiday makers or late-night pub goers, there is a serious public safety concern here. We also object to this application because of Parking limitations. There is very limited parking in the area. We are concerned about the extra traffic that extended hours will generate on Lower Street which is narrow where the New Inn is located. It has a small car park for a maximum of around 12 cars and there is limited street parking in that area. If this application is granted and once late-night drinking and catering it is advertised, people from the surrounding area to the New Inn, are likely to be attracted to the Horning venue once pubs in their own areas have closed. We are concerned that cars parked by pub-goers near the New Inn could cause access problems for emergency service vehicles. We think that if the application for the variation in the New Inn's licencing hours is allowed, the council will be ignoring their social responsibility towards residents of Horning and the health and safety of visitors as well.

Prevention of Public Nuisance

Horning has many rental properties and people on holiday are likely to be attracted to a venue that offers late night drink and food. Most will walk to the New Inn. This granting of this application will mean that those walking back to their properties in the early hours of the morning, some inebriated or simply chatting loudly will disturb many residents trying to sleep. Because of the later closing hours, possibly up to 1am, this change has the capacity to bring residents and holidaymakers awakened by noise from pub customers, into direct conflict.

Protection of Children

Our final objection pertains to the protection of Children. Throughout the holiday season many families come to Horning for their holidays, including those on boats. We feel that children deserve not to be disturbed or woken up at late at night. Granting the New Inn permission to extend its opening hours to half an hour past mid-night and possibly as late as 1am, with added drinking up time, seven days a week is likely to precisely have this affect.

[REDACTED] [REDACTED]

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Lara Clare

From: [REDACTED]
Sent: 29 March 2022 08:23
To: Cllr. Adam Varley; Licensing; planning@broads-authority.gov.uk
Cc: [REDACTED]
Subject: New Inn, Horning

Categories: [REDACTED]

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

Dear Sirs

I write with regard to the application to extend the New Inn's opening times until 1am.

I believe this would cause a public nuisance, be a cause for concern for public safety and potentially lead to an increase in crime and disorder.

Horning is a quiet and pleasant village, there is no need to keep the pub open that late. To do so would encourage anti-social behaviour from people visiting the village as well as pose a risk to public safety (drunken people falling in the river) and an increase in crime and disorder (acts of vandalism, graffiti etc).

I also understand that there are proposals to install CCTV to monitor said behaviour which indicates that this is anticipated. I find such a proposal intrusive and would be unnecessary if the pub kept to normal opening hours.

Whilst Horning is a tourist destination, it also has a residential population, a number of whom are elderly. To have a pub with longer hours where there are no other such pubs in the vicinity would encourage people to come to Horning to drink and potentially cause disturbances and disorder which would be unwelcome and potentially change the integrity of the village.

Please take this as our objection accordingly.

Regards

[REDACTED]

[REDACTED]

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Lara Clare

From: [REDACTED]
Sent: 04 April 2022 15:50
To: horningparishclerk@hotmail.com; adamvarley@north-norfolk.gov.uk; Licensing
Subject: Extension to Licensing hours Ref: WK22003147

Categories: [REDACTED]

To Whom it may concern:

Ref: WK/22003147

I am writing to lodge my objection to the proposed extension of the licensing hours at the New Inn, Lower Street, Horning, Norfolk.

- **Noise and Disruption:** The New Inn is in a central position within a residential area in a small village. The noise and disruption caused by late night drinkers and people leaving in their cars in the early hours of the morning will be unacceptable, disturbing and worrying for the many elderly residents nearby as well as for families with young children.
- **Public Safety:** The New Inn is riverside. There is an issue of public safety with regard to late night drinking at a riverside location – this will particularly attract groups of young people off the boats, hen and stag parties who, having drunk too much and larking about, will be in great danger of falling in the river and drowning, as has so often been the case elsewhere.
- **Public Safety and Parking:** There will also be an issue with parking. There is very limited parking at the New Inn which is also on a narrow, unlit road without pavements. Cars parking on the road will create a driving as well as a pedestrian hazard.

The ability to hold functions is given as part of their motive on their application. To positively attract parties to such a quiet, rural, dark and potentially dangerous location shows lack of concern and knowledge of the area.

Yours Sincerely

[REDACTED]



This email has been checked for viruses by Avast antivirus software.

www.avast.com

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[REDACTED]

Public Protection Team,
North Norfolk District Council,
Holt Road,
Cromer,
Norfolk,
NR27 9EN
28TH March 2022

Dear Sir/Madam,
The New Inn 54 Lower Street Horning Norfolk NR12 8NE
Variation Application WK/220003147

I refer to the above application which relates to the a variation of the license for these premises to inter alia permit an external bar and in particular the provision of Late night Refreshment (indoors and outdoors) Monday to Sundays 23hrs to 00:30 plus 30 minutes drinking up time.

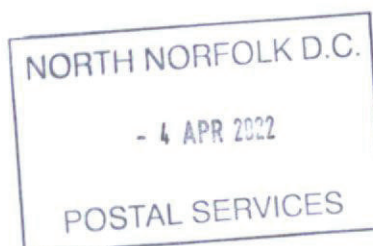
The New Inn is situated in a dense residential area in a village setting with the application premises in very close proximity to residential homes both permanent residential and residential holiday lettings. The external application site area is extensive and accommodates a large number of covers. In addition during the holiday season there are regularly a large number of hire boats moored stern on to the quay that is adjacent to the application area.

Although I would not (on balance) object to the provision of the external bar I do object to later opening hours which should be regarded as unacceptable in a dense residential area such as this. Noise nuisance has been commonly experienced in residential areas in the village even those some distance away from the application site.

Particularly I believe that extending the operating hours of these premises will lead to additional noise nuisance which is unacceptable in this area and does not meet the licensing objective to prevent public nuisance.

For the above reasons I object to the application.

[REDACTED]



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[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
30th March 2022

[REDACTED]
Public Protection Team,
North Norfolk District Council,
Holt Road,
Cromer,
Norfolk,
NR27 9EN

Dear Sir/Madam,

The New Inn 54 Lower Street Horning Norfolk NR12 8PF
Variation Application WK/220003147

I write to object to the above application which relates to the variation of the license for these premises to permit an external bar and in particular the provision of late night Refreshment (indoors and outdoors) Monday to Sundays 23hrs to 00:30 plus 30 minutes drinking up time.

The New Inn is situated in a residential area in a village setting with the application premises in very close proximity to residential homes. The external application site area is extensive and accommodates a large number of covers. In addition during the holiday season there are regularly a large number of hire boats moored stern on to the quay that is adjacent to the application area.

Noise and anti social behaviour, often fuelled by alcohol, particularly from the larger hire boats with single sex groups, is becoming an increasing problem in the Broads area. The Broads Authority safety guidance notes that alcohol and boating is a hazard. If this application were to be approved and such late night drinking allowed I can envisage Horning becoming the 'hen/stag centre' of the Broads. The previous long term licensees of the New Inn were very aware of their impact on the local community and took steps to deter such parties rather than, as seems to be the case here, encouraging them.

I note that the applicants run a number of City Centre premises and may not be aware of the issues involved in managing a water side pub with particular water based risks.

Noise carries over water and noise nuisance is already commonly experienced in residential areas in the village even those some distance away from the application site. There are three licensed premises in Horning. Should this application be granted can we expect the others also be approved to extend their opening hours?

I note that the Police have requested that CCTV be installed. Presumably because they anticipate and increased risk of crime and disorder.

In my view extending the operating hours of these premises will lead to additional public nuisance - noise, anti social behaviour, litter (I note reference on the application to a 'chip shop') and issues of public safety given the proximity to the river. Horning is already beginning to suffer from the negative impact experienced by other popular tourist areas – second and holiday homes which do not contribute to the village.

The approval of applications such as these simply serve to undermine the residential

community further.

For the above reasons I object to the application.

Yours Faithfully



cc
Broads Authority
Horning Parish Council
Cllr A Varley – Parish and NNDC

OBJECTION WITHDRAWN

Lara Clare

From: [REDACTED]
Sent: 26 March 2022 14:17
To: Licensing
Cc: Cllr. Adam Varley; planning@broads-authority.gov.uk
Subject: Representation

Categories: [REDACTED]

[You don't often get email from [REDACTED]. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Re The New Inn 54 Lower Street, Horning, NR12 8PF

Premises Licence Number is LN/000000918

I am concerned about the proposed extension to the licence and would like to make a representation on the grounds that the proposed extension to 00:30am will cause a public nuisance due to excessive noise, particularly during the Summer months when customers sit and stand outside. The noise will negatively affect local permanent residents, holiday cottage residents living in the area nearby and holiday makers on boats with their young families who are trying to sleep.

Best regards,
[REDACTED]

OBJECTION WITHDRAWN

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Lara Clare

From: [REDACTED]
Sent: 25 March 2022 10:22
To: Licensing
Subject: Variation application - WK/220003147 - The New Inn, 54 Lower Street, Horning, Norfolk, NR12 8PF

Categories: [REDACTED]

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

Variation application - WK/220003147 The New Inn, 54 Lower Street, Horning, Norfolk, NR12 8PF

We object to the proposal to extend the opening hours of the New Inn Horning from 23.00 until 00.30 each day as it will cause unnecessary noise and disturbance to local households.

[REDACTED]

+++++

[REDACTED]



Virus-free. www.avg.com

OBJECTION WITHDRAWN

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From: [REDACTED]
Sent: 03 April 2022 16:06
To: Licensing
Cc: horningparishclerk@hotmail.com; Cllr. Adam Varley; planning@broadshorningparishauthority.gov.uk
Subject: New Inn Horning
Categories: [REDACTED]

Some people who received this message don't often get email from [REDACTED] [Learn why this is important](#)

Re Objection to Application by The New Inn, Horning Premises licence number LN/000000918 to extend opening hours

[REDACTED]
Horning, NR12 8PF (Premises licence number LN/000000918) to extend its opening hours until 12.30 am with half an hours 'drinking up time' on the following grounds

Crime and Disorder.

We object to the application for an extension of licencing hours for the New Inn in Horning which is situated in the middle of what is a residential area. The application would mean the New Inn which currently closes at 11pm would be allowed to remain open until 12.30am or even 1am if half an hour's drinking up time is taken into account. This is likely to bring those who want to sleep into conflict with those who want to socialise late into the night. We object on the grounds of a potential increase in crime and anti-social behaviour in the heart of our village community. Such behaviour is well documented in other areas with late night venues. Specifically, alcohol related incidents, an increase in demand for the sale of illegal drugs and vandalism.

Public Safety.

We have serious concerns about public safety. Anger and alcohol is never a good combination, especially near rivers and lakes. Be it from disturbed residents or holiday makers or late-night pub goers, there is a serious public safety concern here. We also object to this application because of Parking limitations. There is very limited parking in the area. We are concerned about the extra traffic that extended hours will generate on Lower Street which is narrow where the New Inn is located. It has a small car park for a maximum of around 12 cars and there is limited street parking in that area. If this application is granted and once late-night drinking and catering is advertised, people from the surrounding area to the New Inn, are likely to be attracted to the Horning venue once pubs in their own areas have closed. We are concerned that cars parked by pub-goers near the New Inn could cause access problems for emergency service vehicles. We think that if the application for the variation in the New Inn's licencing hours is allowed, the council will be ignoring their social responsibility towards residents of Horning and the health and safety of visitors as well.

Prevention of Public Nuisance

Horning has many rental properties and people on holiday are likely to be attracted to a venue that offers late night drink and food. Most will walk to the New Inn. This granting of this application will mean that those walking back to their properties in the early hours of the morning, some inebriated or simply chatting loudly will disturb many residents trying to sleep. Because of the later closing hours, possibly up to 1am, this change has the capacity to bring residents and holidaymakers awakened by noise from pub customers, into direct conflict.

Protection of Children

Our final objection pertains to the protection of Children. Throughout the holiday season many families come to Horning for their holidays, including those on boats. We feel that children deserve not to be disturbed or woken up at late at night. Granting the New Inn permission to extend its opening hours to half an hour past

mid-night and possibly as late as 1am, with added drinking up time, seven days a week is likely to precisely have this affect.



OBJECTION WITHDRAWN

From: [REDACTED]
Sent: 22 March 2022 22:31
To: Licensing <licensing@north-norfolk.gov.uk>
Subject: New inn Horning .Licenced hours extension 11pm to 00.30am

[REDACTED]

Dear Sirs I have a 53 years connection with Horning and its pubs I have never felt any of the 3 pubs in Horning needed a late licence. I object on the grounds that the application is going to create lots of noise late at night in a very quiet rural village .Regards [REDACTED]

OBJECTION WITHDRAWN

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[REDACTED]

The Public Protection Team
North Norfolk District Council
Holt Road
CROMER
Norfolk
NR 27 9EN

8 April 2022

| |
|--------------------|
| NORTH NORFOLK D.C. |
| 11 APR 2022 |
| POSTAL SERVICES |

Application by the New Inn, Horning to extend their
licensing hours (Ref WK/22000348)

I am very disappointed in learning about this application for various reasons - particularly as Horning is referred to as a "Dark Village" i.e. no street lights or brightly-lit buildings. There is still quite a lot of business, encouraging parties etc. Perhaps it is time to remind people what is meant by 'Dark Village'?

On the official Notice, there are comments about traffic in howes Street, and it is already a problem, illuminating the difference between owning a country pub - as Stonegate mostly owns urban pubs. Traffic in howes Street - always a problem in Horning as there is little evidence of obeying the 20 mph signs through the Village - perhaps we need an SOS bus similar to the one run in Norwich?

I should like to urge the Council to refuse this planning application.

Yours sincerely,

Cop to [REDACTED]

[REDACTED] Horning Parish Council

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10th April 2022

Public Protection Team
North Norfolk District Council
Holt Road
Cromer
Norfolk
NR27 9EN

Reference WK/220003147: Application by The New Inn, Horning, to extend their licensing hours

I am very disappointed that the New Inn in Horning, owned by Stonegate Pub Company Limited, wishes to extend its licence hours from 11pm to 12.30 a.m., plus an extra half an hour drinking-up time, seven days a week, and it demonstrates their limited understanding of the nature of the area in which the pub is situated. Horning is a residential village and not an urban town where many other Stonegate pubs are situated.

Therefore, I object to the extension of the licence on the following grounds:

Detrimental to Family Holidays

Families on boats mooring at the New Inn with children on board are unlikely to welcome noise from late-night revellers, some of whom may also be staying on boats, which will deter families returning to the area for their holidays. With a knock-on effect to the local economy.

Public Safety

I am concerned about the combination of late-night drinking next to the River Bure and the potential danger to life and limb. Alcohol next to water is never a good combination and peoples' understanding of safety disappears under the influence of late-night drinking.

Regarding Parking. The New Inn has very few parking spaces and river moorings. The consequence must be that customers will drive to the New Inn and park on either the narrow Lower Street or in nearby residential streets. Lower Street is already an area where little attention is paid to the speed limit of 20 miles per hour and there are already potential dangers inherent where there are limited footpaths (much of the area leading to and from the New Inn has limited pathways).

I believe that if on-road parking increases it is not only dangerous to pedestrians, but it has the potential of impeding emergency vehicles including fire engines, ambulance, and staff from safety boats in reaching their destinations.

Crime and Disorder

The New Inn in Lower Street is set in the middle of a residential area and next to the River Bure.

An extension of their licencing hours is likely to attract customers from far and wide, possibly attracting 'stag' and 'hen' parties where their local pub closes earlier.

The request from the New Inn by Stonegate Pub Company to instal CCTV cameras immediately suggests that they themselves are concerned about potential crime and violence that late night drinking might cause.

In addition, the lack of lighting on Lower Street leads to many dark shadowy areas where late night drinkers leaving the New Inn may well be subject to robbery or violence.

Public Nuisance

I have already mentioned the public nuisance caused by limited parking space at the New Inn and the overspill onto Lower Street and the surrounding area.

For those driving and walking to the pub it will inevitably bring with it noise from late night revellers calling out to each other and slamming car doors, added to which it is well known that water increases the volume and noise drift.

Please refuse this planning application, as this will have a particularly detrimental impact on a quiet residential Broads village.



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| | | |
|--|--|--|
| Licensing Sub Committee | | |
| Author's Title | Licensing Enforcement Officer | |
| Are there back ground papers | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Exempt | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Ward(s) affected? | | |
| Responsible Members | Cllr P Butikofer – Chairman Licensing Committee Cllr N Lloyd – Portfolio Holder (Licensing) | |
| Contact Officer | James Windsor | |
| E-mail address | James.windsor @north-norfolk.gov.uk | |
| Telephone number | 01263 516289 | |
| Are there Non Electronic Appendices | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| List of Background Papers and Appendices | North Norfolk District Council Licensing Policy Statutory Guidance issued by the Home Office Appendices to the report containing copies of correspondence from Responsible Authorities and Other Persons Application and Current Application Form | |

This report has been subject to the following processes:

| | | |
|---|---|---|
| Consultation with: | | |
| Head of Financial Services (S151 Officer) | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> Not apt |
| Solicitor to the Council/Legal | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> Not apt |
| | | |
| Others: | Head of Environmental Health | |

| | |
|-----------------------|------------------------------|
| File Location: | Assure Database WK/220003602 |
|-----------------------|------------------------------|

Application for a new Premises Licence – The Woodyard, Worstead Park, Worstead, Norfolk NR28 9RT

- Summary:** This is an application for a New Premises Licence
- Conclusions:** That Members consider and determine the case from the written and oral information provided.
- Recommendations:** That Members consider and determine this case

Cllr P Butikofer – Chairman
Licensing Committee

Ward(s) affected: Worstead

Contact Officer, telephone
number, and e-mail:

James Windsor

01263 516289

James.windsor@north-norfolk.gov.uk

1. Jurisdiction

- 1.1. North Norfolk District Council is the Licensing Authority under the Licensing Act 2003 in respect of Premises licences for the sale of alcohol or regulated entertainment. Where a valid application for a premises licence or variation is received and relevant representations are made, before determining the application, the authority must hold a hearing to consider the case.
- 1.2. The four licensing objectives to be considered when determining the application, and relevant representations, are:
- a. the prevention of crime & disorder
 - b. public safety
 - c. the prevention of public nuisance, and
 - d. the protection of children from harm

2. The Application

- 2.1 Worstead Farms Limited have made an application for a New Premises Licence. The application and method statement can be seen in **Appendix A** and the premises plan **Appendix B**.
- 2.2 The Premises are predominantly to be used as a wedding/party venue.

2.3 The applicant seeks permission to operate as follows:

| Licensable activity | Days | Times |
|-----------------------------|--------------------|---------------|
| Opening Hours | Saturday to Sunday | 08:00 - 23:55 |
| Live Music | Saturday to Sunday | 08:00 - 23:00 |
| Recorded Music | Saturday to Sunday | 08:00 - 23:55 |
| Sale of Alcohol On Premises | Saturday to Sunday | 08:00 - 23:55 |

3. Conditions

3.1 The premises licence is subject to the following mandatory conditions:

- a. **LIP001** No supply of alcohol may be made under the premises licence, at a time when there is no designated premises supervisor in respect of the premises licence or at a time when the designated premises supervisor does not hold a personal licence, or the personal licence is suspended.
- b. **LIP002** Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- c. **LIP003** Where a premises licence includes the condition that at specified times one or more individuals must be at the premises to carry out a security activity; each such individual must be licensed by the Security Industry Authority.
- d. **LIP004** Where a premises licence authorises the exhibition of films, the admission of children to the exhibition of any film to be restricted in accordance with this section.
- e. **LIP006**
 - (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 - (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group

defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;

(d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;

(e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

f. **LIP008** The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.

g. **LIP009**

(1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—

(a) a holographic mark, or

(b) an ultraviolet feature.

i. **LIP010** The responsible person shall ensure that:

a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures –

i) beer or cider: ½ pint;

ii) gin, rum, vodka or whisky: 25ml or 35ml; and

iii) still wine in a glass: 125ml; and

- b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
- c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
- j. **LIP011** A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

3.2 The licence will be subject to the following conditions which are consistent with their operating schedule:

- a. **LIPN14** Prominent, clear notices shall be displayed at [all exits/in the beer garden] requesting customers to respect the needs of local residents and leave the premises and the area quietly.
- b. **LIPN19** The Designated Premises Supervisor or a nominated representative shall receive and respond to complaints throughout the duration of all noisy events and will have full control at all times over the sound amplification.
- c. **LICD25** Variation/video equipment will be installed inside/outside the premises and maintained in working order.
- d. **LICD28** Monitoring tapes will be retained for a minimum period of 28 days and will be produced to an authorised officer on demand.
- e. **LICD15** Any person selling or supplying alcoholic drink under the authority of a personal licence holder will ask for a photo ID proof of age where they have reason to suspect that the individual may be under 18 years of age.

4. Representations from Responsible Authorities

4.1 Section 13(4) of the Act defines the 'Responsible Authorities' as the statutory bodies that must be sent copies of an application. Representations made must relate to the licensing objectives.

4.2 The following comments have been received from the Responsible Authorities:

| Responsible Authority | Comments | Date |
|---------------------------------------|--------------|------------|
| Trading Standards | Nil Response | |
| Fire Service | No Objection | 28/03/2022 |
| Home Office (Immigration Enforcement) | Nil Response | |
| EH - Commercial | Nil Response | |

| Responsible Authority | Comments | Date |
|---------------------------------------|---|------------|
| EH - Licensing | I have no objections to this application however please attach the following conditions that are consistent with their operating schedule: -Challenge 25 Policy and Proof of ID -Notices at exits requesting patrons leave the area quietly -CCTV indoors and outdoors -List of appropriate contact details on site | 14/04/2022 |
| Norfolk Safeguarding Childrens Board | Nil Response | |
| EH - Environmental Protection | Nil Response | |
| Planning | No Objection | 04/04/2022 |
| Primary Care Trust, N C C | Nil Response | |
| Norfolk Constabulary - Licensing Team | With those conditions offered in the application to promote the licensing objectives there are no police objections. | 14/04/2022 |

5. Representations from Other Persons

- 5.1 Section 13(3) of the Act describes interested parties as local residents/businesses (or their representatives) who live/are involved in a business in the vicinity of the premises. Representations made must relate to the licensing objectives.
- 5.2 There has been significant correspondence received from various residents concerning this application. Copies of all the correspondence is attached for information. The predominant issues raised has been that of public safety and public nuisance. See the table below and **Appendix C**.

Representations from Other Persons

| Name | Representation | Date |
|-----------|--------------------|------------|
| Patterson | Crime and Disorder | 06/04/2022 |
| Butcher | Public Nuisance | 19/04/2022 |
| Lewis | Public Nuisance | 19/04/2022 |

6. Notices

- 6.1 The applicant is responsible for advertising the application by way of a notice in the specified form at the premises for not less than 28 consecutive days and in a local newspaper. The Public Notice appeared in the North Norfolk News on the 25 March 2022 and a Notice should have been displayed on the premises until 21 April 2022.

7. Plans

- 7.1 A location plan showing the general location of the premises is attached at **Appendix D**.

8. North Norfolk District Council Licensing Policy

- 8.1 The current Statement of Licensing Policy was approved by Council on 17 November 2021 and became effective on 31 January 2022 and the following extracts may be relevant to this application:

3.0 Main Principles

3.1 Nothing in the 'Statement of Policy' will:

- undermine the rights of any person to apply under the 2003 Act for a variety of permissions and have the application considered on its individual merits, and/or
- override the right of any person to make representations on any application or seek a review of a licence or certificate where they are permitted to do so under the 2003 Act

3.2 Licensing is about regulating licensable activities on licensed premises, qualifying clubs and temporary events within the terms of the 2003 Act, and conditions that are attached to licences, certificates will be focused on matters which are within the control of individual licensee or club, i.e. the premises and its vicinity.

3.3 Whether or not incidents can be regarded as being 'in the vicinity' of licensed premises is a question of fact and will depend on the particular circumstances of the case. In dispute, the question will ultimately be decided by the courts. When considering these conditions, the Council will primarily focus on the direct impact of the activities taking place at licensed premises on members of the public living, working or engaged in normal activity in the area concerned.

3.4 Whether or not incidents can be regarded as being "in the vicinity" of licensed premises is a question of fact and will depend on the particular circumstances of the case. In cases of dispute, the question will ultimately be decided by the courts. The Council, in addressing this matter, will primarily focus on the direct impact of the activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the area concerned.

3.5 Licensing law is not the primary mechanism for the general control of nuisance and anti-social behaviour by individuals once they are away from the licensed premises and, therefore, beyond the direct control of the individual, club or business holding the licence, certificate or authorisation concerned. Nonetheless, it is a key aspect of such control and licensing law will always be part of a holistic approach to the management of the evening and night-time economy throughout the district.

3.6 The Council acknowledges that the licensing function cannot be used for the general control of anti-social behaviour by individuals once they are beyond the direct control of the licensee of any premises concerned. In this respect, the Council recognises that, apart from the licensing function, there are a number of other mechanisms available for addressing issues of unruly behaviour that can occur away from licensed premises, including:

- 3.7
- planning and environmental health controls
 - CCTV
 - ongoing measures to create a safe and clean environment in these areas in partnership with local businesses, transport operators and other Council Departments
 - to designate parts of the District as places where alcohol may not be consumed publicly
 - regular liaison with Police on law enforcement issues regarding disorder and anti-social behaviour, including the issue of fixed penalty notices, prosecution of those selling alcohol to people who are drunk; confiscation of alcohol from adults and children in designated areas and instantly closing down licensed premises or temporary events on the grounds of disorder, or likelihood of disorder or excessive noise from the premises
 - the power of the police, other responsible authority or a local resident or business or District Councillor to seek a review of the licence or certificate

4 Crime and Disorder

4.1 The Council acknowledges that the Police are the main source of advice on crime and disorder.

4.2 Licensed premises, especially those offering late night/early morning entertainment, alcohol and refreshment for large numbers of people, can be a source of crime and disorder problems. The Council will expect Operating Schedules to satisfactorily address these issues from the design of the premises through to the daily operation of the business.

4.4 In addition to the requirements for the Council to promote the licensing objectives, it also has a duty under Section 17 of the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder in North Norfolk's District. The Local Authority also acknowledges powers contained within the Violent Crime Reduction Act 2006.

4.5 The Council will consider attaching Conditions to licences and permissions to deter and prevent crime and disorder both inside and immediately outside the premises, and these may include Conditions drawn from the Model Pool of Conditions relating to Crime and Disorder.

5 Public Safety

5.1 Licence holders have a responsibility to ensure the safety of those using their premises, as part of their duties under the 2003 Act. This concerns the safety of people using the relevant premises rather than public health which is addressed in other legislation. Physical safety included the prevention of accidents and injuries and other immediate harms that can result from alcohol consumption such as unconsciousness or alcohol poisoning.

5.2 A number of matters should be considered in relation to public safety, these could include;

- Fire safety
- Ensuring appropriate access for emergency services such as ambulances
- Good communication with local authorities and emergency services
- Ensuring the presence of trained first aiders on the premises and appropriate first aid kits
- Ensuring the safety of people when leaving the premises (for example through the provision of information on late-night transportation)
- Ensuring appropriate and frequent waste disposal, particularly of glass bottles
- Ensuring appropriate limits on the maximum capacity of the premises; and
- Considering the use of CCTV

5.3 The measures that are appropriate to promote public safety will vary between premises and the matters listed above may not apply in all cases. The Council expects applicants to consider, when making their application, which steps it is appropriate to take to promote the public safety objective and demonstrate how they will achieve that.

5.5 The Council will consider attaching Conditions to licences and permissions to promote safety, and these may include Conditions drawn from the Model Pool of Conditions relating to 'Public Safety'

6 Prevention of Public Nuisance

6.1 Licensed premises, especially those operating late at night and in the early hours of the morning, can cause a range of nuisances impacting on people living, working or sleeping in the vicinity of the premises.

6.2 The concerns mainly relate to noise nuisance, light pollution and noxious smells and due regard will be taken of the impact these may have. The Council will expect Operating Schedules to satisfactorily address these issues. Applicants are advised to seek advice from the Council's Environmental Protection Service before preparing their plans and Schedules. The Council expects operating schedules to satisfactorily address these issues, as appropriate.

6.3 The Council will consider attaching Conditions to licences and permissions to prevent public nuisance, and these may include Conditions drawn from the Model Pool of Conditions relating to 'Public Nuisance'.

7 Prevention of Harm to Children

7.1 The wide range of premises that require licensing means that children can be expected to visit many of these, often on their own, for food and/or entertainment.

7.2 The 2003 Act makes it an offence to permit children under the age of 16 who are not accompanied by an adult to be present on premises being used exclusively or primarily for supply of alcohol for consumption on those premises under the authorisation of a premises licence, club premises certificate or where that activity is carried on under the authority of a temporary event notice.

7.3 In addition, it is an offence to permit the presence of children under 16 who are not accompanied by an adult between midnight and 5am at other premises supplying alcohol for consumption on the premises under the authority of any premises licence, club premises certificate or temporary event notice. Outside of these hours, the offence does not prevent the admission of unaccompanied children under 16 to the wide variety of premises where the consumption of alcohol is not the exclusive or primary activity. Between 5am and midnight the offence would not necessarily apply to many restaurants, hotels, cinemas and even many pubs where the main business activity is the consumption of both food and drink. This does not mean that children should

automatically be admitted to such premises and the following paragraphs are therefore of great importance notwithstanding the new offences created by the 2003 Act. (See the Licensing Policy for further detail)

10 Standard Conditions

10.1 The Council will not impose conditions unless it has received a representation from a responsible authority, such as the police, environmental health officer or other persons, such as a local resident or local business, which is a relevant representation, or is offered in the applicants Operating Schedule. Any conditions will be proportional and appropriate to achieve the Licensing Objectives

11 Enforcement

11.1 Once licensed, it is essential premises are maintained and operated so as to ensure the continued promotion of the licensing objectives and compliance with the specific requirements of the 2003 Act and the Council will make arrangements to monitor premises and take appropriate enforcement action to ensure this.

11.2 The Council has an enforcement protocol, agreed with all seven Norfolk Local Authorities, Norfolk Constabulary, Norfolk Fire Service, Customs and Excise and Trading Standards. This should provide for a more efficient deployment of staff and police officers who are commonly engaged in enforcing licensing law and inspection of licensed premises. These protocols will provide for the targeting of agreed problem and high-risk premises, but with a lighter touch being applied to those premises, which are shown to be well managed and maintained.

11.3 All enforcement actions taken by the Council will comply with the Councils Enforcement Policy and the Enforcement Concordat, which the Council has adopted. To this end the key principles of consistency, transparency and proportionality will be maintained.

11.4 A closure power is provided for in the Anti-Social Behaviour, Crime and Policing Act 2014 which replaces section 161 of the Act. This new closure power can be used to protect victims and communities by quickly closing premises that are causing nuisance or disorder. Further guidance on this power can be found on the gov.uk website, under the Anti-Social Behaviour, Crime and Policing Act: anti-social behaviour guidance.

9. Guidance Issued under section 182 of the Licensing Act 2003

9.1 The current Guidance was issued by the Home Office in April 2018 and offers advice to Licensing authorities on the discharge of their functions under the Licensing Act 2003.

9.2 The following extracts may be relevant to this application and assist the panel:

Licensing conditions – general principles

1.16 Conditions on a premises licence or club premises certificate are important in setting the parameters within which premises can lawfully operate. The use of wording such as “must”, “shall” and “will”, is encouraged. Licence conditions:

- must be appropriate for the promotion of the licensing objectives;
- must be precise and enforceable;
- must be unambiguous and clear in what they intend to achieve;
- should not duplicate other statutory requirements or other duties or responsibilities placed on the employer by other legislation;
- must be tailored to the individual type, location and characteristics of the premises and events concerned;
- should not be standardised and may be unlawful when it cannot be demonstrated that they are appropriate for the promotion of the licensing objectives in an individual case;
- should not replicate offences set out in the 2003 Act or other legislation;
- should be proportionate, justifiable and be capable of being met,
- cannot seek to manage the behaviour of customers once they are beyond the direct management of the licence holder and their staff, but may impact on the behaviour of customers in the immediate vicinity of the premises or as they enter or leave; and
- should be written in a prescriptive format.

Each application on its own merits

1.17 Each application must be considered on its own merits and in accordance with the licensing authority’s statement of licensing policy; for example, if the application falls within the scope of a cumulative impact policy. Conditions attached to licences and certificates must be tailored to the individual type, location and characteristics of the premises and events concerned. This is essential to avoid the imposition of disproportionate and overly burdensome conditions on premises where there is no need for such conditions. Standardised conditions should be avoided and indeed may be unlawful where they cannot be shown to be appropriate for the promotion of the licensing objectives in an individual case

Crime and Disorder

2.1 Licensing Authorities should look to the police as the main source of advice on crime and disorder. They should also seek to involve the local Community Safety Partnership (CSP).

2.3 Conditions should be targeted on deterrence and preventing crime and disorder including the prevention of illegal working in licensed premises (see paragraph 10.10). For example, where there is good reason to suppose that disorder may take place, the presence of closed-circuit television (CCTV) cameras both inside and immediately outside the premises can actively deter disorder, nuisance, anti-social behaviour and crime generally. Some licence holders may wish to have cameras on their premises for the prevention of crime directed against the business itself, its staff, or its customers. But any condition may require a broader approach, and it may be appropriate to ensure that the precise location of cameras is set out on plans to ensure that certain areas are properly covered and there is no subsequent dispute over the terms of the condition.

Public Safety

2.7 Licence holders have a responsibility to ensure the safety of those using their premises, as a part of their duties under the 2003 Act. This concerns the safety of people using the relevant premises rather than public health which is addressed in other legislation. Physical safety includes the prevention of accidents and injuries and other immediate harms that can result from alcohol consumption such as unconsciousness or alcohol poisoning. Conditions relating to public safety may also promote the crime and disorder objective as noted above. There will of course be occasions when a public safety condition could incidentally benefit a person's health more generally, but it should not be the purpose of the condition as this would be outside the licensing authority's powers (be ultra vires) under the 2003 Act. Conditions should not be imposed on a premises licence or club premises certificate which relate to cleanliness or hygiene.

2.8 A number of matters should be considered in relation to public safety. These may include:

- Fire safety;
- Ensuring appropriate access for emergency services such as ambulances;
- Good communication with local authorities and emergency services, for example communications networks with the police and signing up for local incident alerts (see paragraph 2.4 above);
- Ensuring the presence of trained first aiders on the premises and appropriate first aid kits;
- Ensuring the safety of people when leaving the premises (for example, through the provision of information on late-night transportation);
- Ensuring appropriate and frequent waste disposal, particularly of glass bottles;

- Ensuring appropriate limits on the maximum capacity of the premises (see paragraphs 2.12-2.13, and Chapter 10; and
- Considering the use of CCTV in and around the premises (as noted in paragraph 2.3 above, this may also assist with promoting the crime and disorder objective).

Public Nuisance

2.15 The 2003 Act enables licensing authorities and responsible authorities, through representations, to consider what constitutes public nuisance and what is appropriate to prevent it in terms of conditions attached to specific premises licences and club premises certificates. It is therefore important that in considering the promotion of this licensing objective, licensing authorities and responsible authorities focus on the effect of the licensable activities at the specific premises on persons living and working (including those carrying on business) in the area around the premises which may be disproportionate and unreasonable. The issues will mainly concern noise nuisance, light pollution, noxious smells and litter.

2.16 Public nuisance is given a statutory meaning in many pieces of legislation. It is however not narrowly defined in the 2003 Act and retains its broad common law meaning. It may include in appropriate circumstances the reduction of the living and working amenity and environment of other persons living and working in the area of the licensed premises. Public nuisance may also arise as a result of the adverse effects of artificial light, dust, odour and insects or where its effect is prejudicial to health.

2.17 Conditions relating to noise nuisance will usually concern steps appropriate to control the levels of noise emanating from premises. This might be achieved by a simple measure such as ensuring that doors and windows are kept closed after a particular time, or persons are not permitted in garden areas of the premises after a certain time. More sophisticated measures like the installation of acoustic curtains or rubber speaker mounts to mitigate sound escape from the premises may be appropriate. However, conditions in relation to live or recorded music may not be enforceable in circumstances where the entertainment activity itself is not licensable (See Chapter 15). Any conditions appropriate to promote the prevention of public nuisance should be tailored to the type, nature and characteristics of the specific premises. Licensing authorities should avoid inappropriate or disproportionate measures that could deter events that are valuable to the community, such as live music. Noise limiters, for example, are very expensive to purchase and install and are likely to be a considerable burden for smaller venues.

2.18 As with all conditions, those relating to noise nuisance may not be appropriate in certain circumstances where provisions in other legislation adequately protect those living in the area of the premises. But as stated earlier in this Guidance, the approach of licensing authorities and responsible authorities should be one of prevention and when their powers are engaged, licensing authorities should be aware of the fact that other legislation may not adequately cover concerns raised in relevant representations and additional conditions may be appropriate.

2.19 Where applications have given rise to representations, any appropriate conditions should normally focus on the most sensitive periods. For example, the most sensitive period for people being disturbed by unreasonably loud music is at night and into the early morning when residents in adjacent properties may be attempting to go to sleep or are sleeping. This is why there is still a need for a licence for performances of live music between 11pm and 8am. In certain circumstances, conditions relating to noise emanating from the premises may also be appropriate to address any disturbance anticipated as customers enter and leave.

2.20 Measures to control light pollution will also require careful thought. Bright lighting outside premises which is considered appropriate to prevent crime and disorder may itself give rise to light pollution for some neighbours. Applicants, licensing authorities and responsible authorities will need to balance these issues.

2.21 Beyond the immediate area surrounding the premises, these are matters for the personal responsibility of individuals under the law. An individual who engages in anti-social behaviour is accountable in their own right. However, it would be perfectly reasonable for a licensing authority to impose a condition, following relevant representations, that requires the licence holder or club to place signs at the exits from the building encouraging patrons to be quiet until they leave the area or that, if they wish to smoke, to do so at designated places on the premises instead of outside and to respect the rights of people living nearby to a peaceful night.

Determining applications

9.37 As a matter of practice, licensing authorities should seek to focus the hearing on the steps considered appropriate to promote the particular licensing objective or objectives that have given rise to the specific representation and avoid straying into undisputed areas. A responsible authority or other person may choose to rely on their written representation. They may not add further representations to those disclosed to the applicant prior to the hearing, but they may expand on their existing representation and should be allowed sufficient time to do so, within reasonable and practicable limits.

9.38 In determining the application with a view to promoting the licensing objectives in the overall interests of the local community, the licensing authority must give appropriate weight to:

- the steps that are appropriate to promote the licensing objectives;
- the representations (including supporting information) presented by all the parties;
- this Guidance;
- its own statement of licensing policy.

Relevant, Vexatious and Frivolous Representations

9.4 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. For representations in relation to variations to be relevant, they should be confined to the subject matter of the variation. There is no requirement for a responsible authority or other person to produce a recorded history of problems at premises to support their representations, and in fact this would not be possible for new premises.

9.5 It is for the licensing authority to determine whether a representation (other than a representation from responsible authority) is frivolous or vexatious on the basis of what might ordinarily be considered to be vexatious or frivolous. A representation may be considered to be vexatious if it appears to be intended to cause aggravation or annoyance, whether to a competitor or other person, without reasonable cause or justification. Vexatious circumstances may arise because of disputes between rival businesses and local knowledge will therefore be invaluable in considering such matters. Licensing authorities can consider the main effect of the representation, and whether any inconvenience or expense caused by it could reasonably be considered to be proportionate.

9.9 It is recommended that, in borderline cases, the benefit of the doubt about any aspect of a representation should be given to the person making that representation. The subsequent hearing would then provide an opportunity for the person or body making the representation to amplify and clarify it.

Determining actions that are appropriate for the promotion of the licensing objectives

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.

Conditions attached to Premises Licences

10.2 Conditions include any limitations or restrictions attached to a licence or certificate and essentially are the steps or actions that the holder of the premises licence or the club premises certificate will be required to take or refrain from taking in relation to the carrying on of licensable activities at the premises in question. Failure to comply with any condition attached to a licence or certificate is a criminal offence, which on conviction is punishable by an unlimited fine or up to six months' imprisonment. The courts have made clear that it is particularly important that conditions which are imprecise or difficult for a licence holder to observe should be avoided.

10.3 There are three types of condition that may be attached to a licence or certificate: proposed, imposed and mandatory. Each of these categories is described in more detail below

Proposed Conditions

10.4 The conditions that are appropriate for the promotion of the licensing objectives should emerge initially from the risk assessment carried out by a prospective licence or certificate holder, which they should carry out before making their application for a premises licence or club premises certificate. This would be translated into the steps recorded in the operating schedule or club operating schedule, which must also set out the proposed hours during which licensable activities will be conducted and any other hours during which the premises will be open to the public.

10.5 It is not acceptable for licensing authorities to simply replicate the wording from an applicant's operating schedule. A condition should be interpreted in accordance with the applicant's intention

Imposed Conditions

10.8 The licensing authority may not impose any conditions unless its discretion has been engaged following receipt of relevant representations and it is satisfied as a result of a hearing (unless all parties agree a hearing is not necessary) that it is appropriate to impose conditions to promote one or more of the four licensing objectives. This provision also applies to minor variations.

10.9 It is possible that in some cases no additional conditions are appropriate to promote the licensing objectives.

Proportionality

10.10 The 2003 Act requires that licensing conditions should be tailored to the size, type, location and characteristics and activities taking place at the premises concerned. Conditions should be determined on a case by case basis and standardised conditions which ignore these individual aspects should be avoided. For example, conditions should not be used to implement general policy in a given area such as the use of CCTV, polycarbonate drinking vessels or identity scanners where they would not be appropriate to the specific premises. Licensing authorities and other responsible authorities should be alive to the indirect costs that can arise because of conditions. These could be a deterrent to holding events that are valuable to the community or for the funding of good and important causes. Licensing authorities should therefore ensure that any conditions they impose are only those which are appropriate for the promotion of the licensing objectives.

Hours of trading

10.13 The Government acknowledges that different licensing strategies may be appropriate for the promotion of the licensing objectives in different areas. The 2003 Act gives the licensing authority power to make decisions about the hours during which the premises can conduct licensable activities as part of the implementation of its licensing policy

statement. Licensing authorities are best placed to make decisions about appropriate opening hours in their areas based on their local knowledge and in consultation with responsible authorities. However, licensing authorities must always consider each application and must not impose predetermined licensed opening hours, without giving individual consideration to the merits of each application.

10.15 Shops, stores and supermarkets should normally be free to provide sales of alcohol for consumption off the premises at any times when the retail outlet is open for shopping unless there are good reasons, based on the licensing objectives, for restricting those hours.

10. Determination

- 10.1 The Sub Committee are requested to consider the application for this new premises licence application.
- 10.2 When considering this application, the Sub Committee will need to have regard to the North Norfolk District Council Licensing Policy and to statutory guidance under the Licensing Act 2003 issued by the Secretary of State.
- 10.3 In determining the application for a Premises Licence the Sub Committee may take the following actions:
 - a. Grant the application
 - b. Grant the application subject to conditions relevant to the promotion of the licensing objectives
 - c. Refuse the application
- 10.4 This application must be determined and notified to the applicant within 5 working days from the conclusion of the hearing. Reasons for the Panel's decision must be given as both the applicant and objectors have a right of appeal against that decision to the Magistrates Court.
- 10.5 There is a right of appeal to the decision of the Sub Committee to the Magistrates court within 21 days.

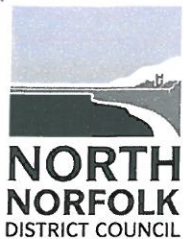
Appendices:

- A. Copy of Application
- B. Plan of Premises
- C. Letters/emails of objection or support from Responsible Authorities/ 'Other Persons'
- D. Location Plan

Background Papers:

- 1. The Licensing Act 2003
- 2. North Norfolk District Council Statement of Licensing Policy (approved 17 November 2021)
- 3. Guidance issued under section 182 of the Licensing Act 2003 (April 2018)

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Licensing Team
North Norfolk District Council
Council Offices
Holt Road
Cromer
Norfolk
NR27 9EN

Reference number

(office use only)

Schedule 2

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 booklet.

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 WORSTEAD FARMS LTD apply for a
(Insert name(s) of applicant)
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

THE WOODYARD
WORSTEAD PARK
WORSTEAD

Post town

NORTH WALSHAM

Post code

NR28 9RS

Telephone number of Premises (if any)

01692 536226

Non-domestic rateable value of premises

(This can be obtained from the Valuation Office
website www.voa.gov.uk)

£

18,750

Part 2 – Applicant Details

In state whether you are applying for a premises licence as

Please tick ✓

| | |
|---|---|
| a) An individual or individuals* | <input type="checkbox"/> Please complete Section A |
| b) A person other than an individual* <ul style="list-style-type: none"> i. as a limited company ii. as a partnership iii. as an unincorporated association iv. other (for example a statutory corporation) | <input checked="" type="checkbox"/> Please complete Section B <input type="checkbox"/> Please complete Section B <input type="checkbox"/> Please complete Section B <input type="checkbox"/> Please complete Section B |
| c) A recognised club | <input type="checkbox"/> Please complete Section B |
| d) A charity | <input type="checkbox"/> Please complete Section B |
| e) The proprietor of an educational establishment | <input type="checkbox"/> Please complete Section B |
| f) A Health Service Body | <input type="checkbox"/> Please complete Section B |
| g) An individual who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales | <input type="checkbox"/> 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 | <input type="checkbox"/> Please complete Section B |
| h) The Chief Officer of Police of a police force in England and Wales | <input type="checkbox"/> Please complete Section B |

* If you are applying as a person described in (a) or (b) please confirm:

Please tick ✓ yes

- 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

☒
☐
☐

SECTION A – INDIVIDUAL APPLICANTS (fill in as applicable)

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other title
(please state)

Surname

First names

Date of Birth

Nationality

I am 18 years old or over

Yes

☐

Current residential address if different from premises address

Post Town:

Postcode:

Daytime contact telephone number

E-mail address (optional)

Second individual applicant (if applicable)

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other title
(please state)

Surname

First names

Date of Birth

Nationality

I am 18 years old or over

Yes

☐

Current residential address if different from premises address

Post Town:

Postcode:

Daytime contact telephone number

E-mail address (optional)

Section B – OTHER APPLICANTS

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

| |
|--|
| Name WORSTED FARMS LTD |
| Address HOLLY HOUSE SMANBURGH NORWICH NORFOLK NR12 9NB |
| Registered number (where applicable) 00512118 |
| Description of applicant (for example, partnership, company, unincorporated association etc) LIMITED COMPANY |
| Telephone number (if any) 01692 536 226 |
| E-mail address (optional) BRUCE@WORSTEDESTATE.COM |

Part 3 – Operating Schedule

When do you want the premises licence to start?
Day Month Year
19 04 2022

If you wish the licence to be valid only for a period,
when do you want it to end?.....
Day Month Year
[] [] [] [] [] [] [] []

Please give a general description of premises (please read guidance note 1)

INDOOR & OUTDOOR FUNCTION AREAS, WITH ON SITE
KITCHEN FACILITIES, BAR AREA AND TOILETS CONSTRUCTED
TO PART M REGULATIONS. THE SITE IS LOCATED 1/2 MILE
FROM ANOTHER RESIDENCE WITHIN A 200 ACRE PARKLAND

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

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

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick any that apply

- a) Plays (if ticking yes, fill in **Box A**)..... ☐
- b) Films (if ticking yes, fill in **Box B**)..... ☐
- c) Indoor sporting events (if ticking yes, fill in **Box C**)..... ☐
- d) Boxing or wrestling entertainment (if ticking yes, fill in **Box D**)..... ☐
- e) Live music (If ticking yes, fill in **Box E**)..... ☒
- f) Recorded music (if ticking yes, fill in **Box F**)..... ☒
- 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**)..... ☒

The supply of hot food or hot drink to the public for consumption on or off the
premises between 11.00pm and 5.00am.

Supply of alcohol (if ticking yes, fill in **Box J**)..... ☒

IN ALL CASES PLEASE COMPLETE BOXES K, L AND M

| | | | | | | | | |
|--|-------|--------|--|--|----------|--|--|--|
| Box 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 | | | |
| | | | | | Outdoors | | | |
| | | | | | Both | | | |
| Day | Start | Finish | Please give further details here (read guidance note 4) | | | | | |
| Mon | | | | | | | | |
| Tue | | | State any seasonal variations for performing plays (read guidance note 5) | | | | | |
| | | | | | | | | |
| Wed | | | | | | | | |
| | | | | | | | | |
| Thur | | | | | | | | |
| | | | | | | | | |
| Fri | | | | | | | | |
| | | | | | | | | |
| Sat | | | | | | | 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 (read guidance note 6) | |
| | | | | | | | | |
| Sun | | | | | | | | |
| | | | | | | | | |
| Box 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 | | | |
| | | | | | Outdoors | | | |
| | | | | | Both | | | |
| Day | Start | Finish | Please give further details here (read guidance note 4) | | | | | |
| Mon | | | | | | | | |
| Tue | | | State any seasonal variations for exhibition of films (read guidance note 5) | | | | | |
| | | | | | | | | |
| Wed | | | | | | | | |
| | | | | | | | | |
| Thur | | | | | | | | |
| | | | | | | | | |
| Fri | | | | | | | | |
| | | | | | | | | |
| Sat | | | | | | | 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 (read guidance note 6) | |
| | | | | | | | | |
| Sun | | | | | | | | |
| | | | | | | | | |

| | | | | |
|---|-------|--------|--|-----------------------------|
| Box C Indoor sporting events Standard days and timings (Please read guidance note 7) | | | | |
| Day | Start | Finish | Please give further details here (read guidance note 4) | |
| Mon | | | | |
| | | | | |
| Tue | | | | |
| | | | | |
| Wed | | | | |
| | | | | |
| Thur | | | State any seasonal variations for indoor sporting events (read guidance note 5) | |
| | | | | |
| Fri | | | | |
| Sat | | | Non standard timings. Where you intend to use the premises for the indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6) | |
| | | | | |
| Sun | | | | |
| Box D Boxing or wrestling entertainment 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 Outdoors Both |
| Day | Start | Finish | | |
| Mon | | | Please give further details here (read guidance note 4) | |
| | | | | |
| Tue | | | | |
| Wed | | | State any seasonal variations for boxing or wrestling entertainment (read guidance note 5) | |
| | | | | |
| Thur | | | | |
| Fri | | | 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) | |
| | | | | |
| Sat | | | | |
| Sun | | | | |

| | | | | | |
|---|-------|--------|---|----------|---|
| Box 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 | ✓ |
| | | | | Outdoors | |
| | | | | Both | |
| Day | Start | Finish | <u>Please give further details here</u> (read guidance note 4) | | |
| Mon | | | | | |
| | | | | | |
| Tue | | | | | |
| | | | | | |
| Wed | | | | | |
| | | | <u>State any seasonal variations for the performance of live music</u> (read guidance note 5) | | |
| Thur | | | | | |
| | | | | | |
| Fri | | | | | |
| | | | <u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 6) | | |
| Sat | 0800 | 2300 | | | |
| | 0800 | 1100 | | | |
| Sun | 0800 | 2300 | | | |
| | | | | | |

| | | | | | | |
|---|-------|--------|---|--|----------|---|
| Box 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 | ✓ |
| | | | | | Outdoors | |
| | | | | | Both | |
| Day | Start | Finish | Please give further details here (read guidance note 4) | | | |
| Mon | | | | | | |
| Tue | | | | | | |
| Wed | | | | | | |
| Thur | | | | | | |
| Fri | | | State any seasonal variations for playing recorded music (read guidance note 5) | | | |
| Sat | | | | | | |
| Sun | | | | | | |
| | | | | | | |
| | | | | | | |
| Box G Performance 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 | |
| | | | | | Outdoors | |
| | | | | | Both | |
| Day | Start | Finish | Please give further details here (read guidance note 4) | | | |
| Mon | | | | | | |
| Tue | | | | | | |
| Wed | | | | | | |
| Thur | | | | | | |
| Fri | | | State any seasonal variations for performance of dance (read guidance note 5) | | | |
| Sat | | | | | | |
| Sun | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | 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) | | | |
| Sat | | | | | | |
| Sun | | | | | | |
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|---|-------|--------|--|----------|--|--|--|--|
| Box 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 | Will this entertainment take place indoors or outdoors or both – please tick ✓ (Please read guidance note 3) | Indoors | | | | |
| Mon | | | | Outdoors | | | | |
| | | | | Both | | | | |
| Tue | | | Please give further details here (read guidance note 4) | | | | | |
| | | | | | | | | |
| Wed | | | | | | | | |
| | | | | | | | | |
| Thur | | | | | | State any seasonal variations for entertainment of a similar description to that falling within e, f or g (read guidance note 5) | | |
| | | | | | | | | |
| Fri | | | | | | | | |
| | | | | | | | | |
| Sat | | | Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within e, f or g at different times to those listed in the column on the left, please list (please read guidance note 6) | | | | | |
| | | | | | | | | |
| Sun | | | | | | | | |
| | | | | | | | | |

| | | | | | | |
|---|------------------|------------------|--|--|----------|--|
| Box 1 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 | |
| | | | | | Outdoors | |
| | | | | | Both | |
| Day | Start | Finish | Please give further details here (read guidance note 4) | | | |
| Mon | | | THE ABILITY TO PROVIDE LATE NIGHT REFRESHMENT TO MIDNIGHT. | | | |
| | | | | | | |
| Tue | | | State any seasonal variations for the provision of late night refreshment (read guidance note 5) | | | |
| | | | | | | |
| Wed | | | | | | |
| | | | | | | |
| Thur | | | | | | |
| | | | | | | |
| Fri | | | Non standard timings. Where you intend to use the premises for the provision of late night refreshment entertainment at different times to those listed in the column on the left, please list (please read guidance note 6) | | | |
| | | | | | | |
| Sat | 22:00 | 06:00 | | | | |
| | | | | | | |
| Sun | 22:00 | 05:00 | | | | |
| | | | | | | |

| | | | | | |
|--|----------------------|----------------------|--|--|--|
| Box 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 premises <input checked="" type="checkbox"/> |
| | | | | | Off premises <input type="checkbox"/> |
| | | | | | Both <input type="checkbox"/> |
| Day | Start | Finish | <u>State any seasonal variations for the supply of alcohol</u> (read guidance note 5) | | |
| Mon | | | | | |
| Tue | | | | | |
| Wed | | | | | |
| Thur | | | | | |
| Fri | | | | | |
| Sat | 0800 0800 | 2300 2355 | | | |
| Sun | 0800 0800 | 2300 2355 | | | |
| | 0800 | 2355 | | | |
| | | | <u>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</u> <u>(read guidance note 6)</u> | | |

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 BRUCE PATERSON
 Date of Birth 2 OCTOBER 1985
 Address BEAR'S REST, WITTERGATE ROAD, WORSTAD,
NORTH WALSHAM, NORFOLK
 Postcode NR28 9SF
 Personal Licence number, if known, LN/000013365
 Issuing licensing authority, if known, NORTH NORFOLK DISTRICT COUNCIL

Box K

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

n/a

Box L

Hours premises are open to the public

Standard days and timings

(Please read guidance note 7)

State any seasonal variation (read guidance note 5)

n/a

| Day | Start | Finish |
|------|-------|--------|
| Mon | | |
| Tue | | |
| Wed | | |
| Thur | | |
| Fri | | |
| Sat | 0800 | 2300 |
| Sun | 0800 | 2355 |

Non standard timings. Where you intend to use the premises to be open to the public at different times to those listed in the column on the left, please list (please read guidance note 6)

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

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

- OPERATING SCHEDULE, RISK ASSESSMENTS AND BEST PRACTICE POLICIES. SEE ATTACHED DOCUMENT. (TO EMAIL)

b) The prevention of crime and disorder

- CCTV INDOORS AND OUTDOORS
- FULLY TRAINED STAFF ON SALE OF ALCOHOL
- CLEAR ACTIONS AND TRAINING ON MANAGING AN ESCALATION OF A SITUATION.

c) Public safety

- PART M BUILDING REGULATIONS
- TRAINED FIRST AIDER ON SITE.
- FIRST AID POINTS KEPT UP TO DATE
- AMBULANCE BAY DESIGNATED NEXT TO THE VENUE
- LIST OF APPROPRIATE CONTACT DETAILS ON SITE.
- SAFETY BRIEFING AT EVERY FUNCTION FOR STAFF AND GUESTS.

d) The prevention of public nuisance

- SIGNAGE ASKING CUSTOMERS TO RESPECT LOCAL RESIDENCE
- EXIT ROUTES CLEARLY MARKED FOR GUESTS AND TAXIS TO FOLLOW.
- STAFF REMINDERS UPON LEAVING.

e) The protection of children from harm

- 'CHALLENGE 25' POLICY DELIVERED WITH VIGILANCE AT ALL TIMES.
- REGULAR STAFF TRAINING ON REFUSING A SALE.
- NO PROOF, NO SALE POLICY
- CCTV INSTALLED
- EXPERIENCED MANAGEMENT SUPERVISION AT ALL TIMES.

A hand-drawn map of a property. A red line outlines the boundary of the land. Inside the boundary, the word "Sawmill" is written in the center. To the top right, outside the boundary, is "Estate C" with some building outlines. To the bottom right, outside the boundary, is "Boat House" with a small house icon. A blue line representing a river or stream runs along the bottom and right edges. A road or path runs along the top edge.

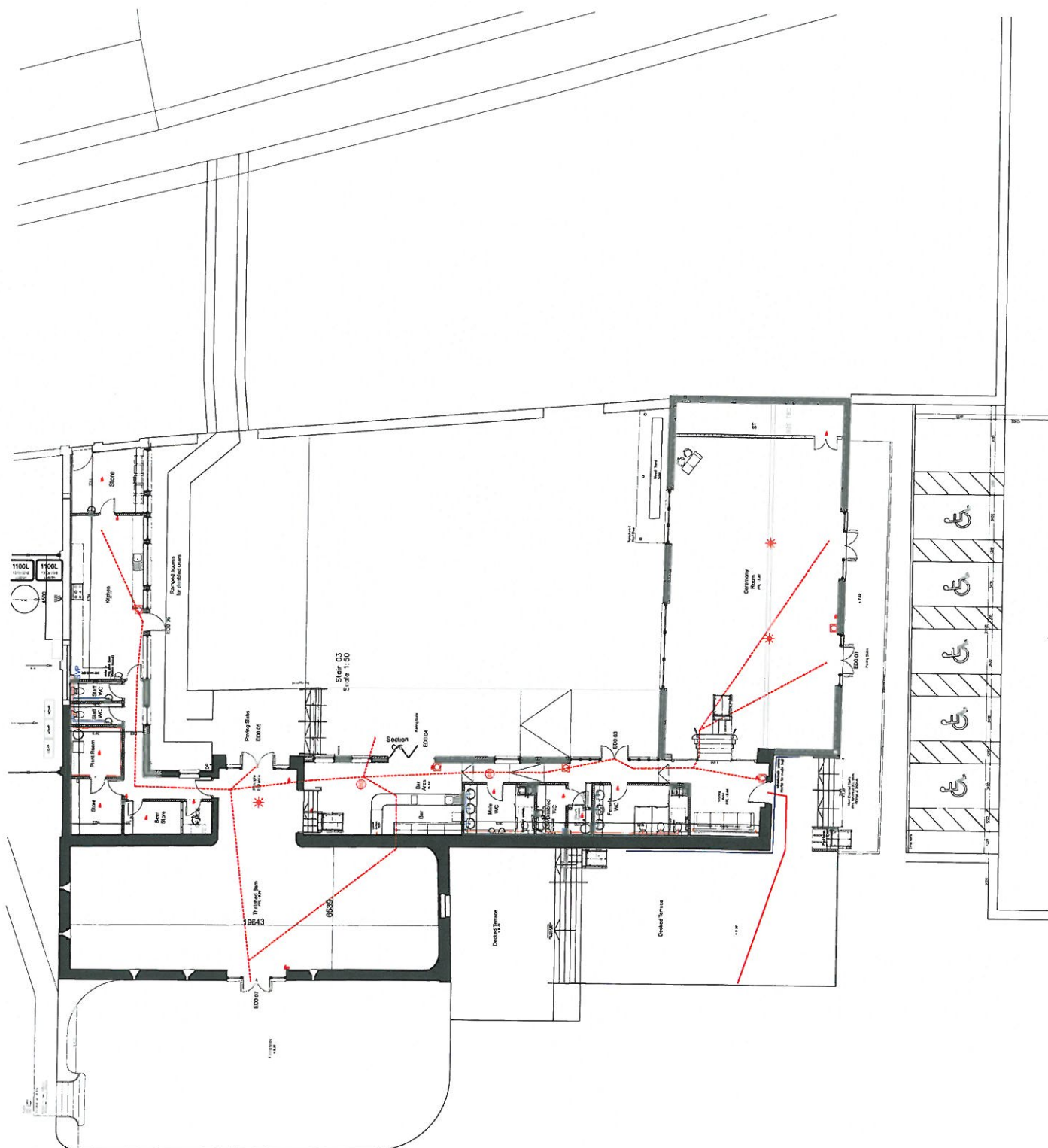
North 

| REV | DATE | COMMENTS | NAME |
|-----|------|-----------------------------|--------------------|
| | | BUILDING REGULATIONS | |
| | | Client | Worlelad Farms Ltd |
| | | Job | The Wood Yard |
| | | File | Licence Plan |
| | | Date | Nov 2018 |
| | | Scale | 1:100 |
| | | Plot no | 17.001 |
| | | | 19E |



THE RURAL ARCHITECT

100



ADVERTISEMENT OF NEW PREMISES LICENCE

Worstead Farms Ltd

Is seeking a new premises licence to premises licence for
The Woodyard, Worstead Park, Worstead, Norfolk NR28 9RS

for Live Music, Recorded Music, Sale of Alcohol for
consumption on premises, on Saturdays & Sundays

If you wish to object to this application written representations
with full contact details should be made to the Licensing
Authority below:

Licensing Section, North Norfolk District Council, Council
Offices, Holt Road, Cromer, Norfolk, NR27 9EN

Representations should be made by 21/04/2022 (28 days
starting day after the day on which the application was given to
the authority by the applicant)

This application may be viewed during office hours at the above
offices.

**N.B It is an offence, liable on conviction to a fine up to
level 5 on the standard scale (£5,000), under Section 158 of
the Licensing Act 2003 to make a false statement in or in
connection with this application**

Consent of individual to being specified as premises supervisor

I, BRUCE PATERSON
(Full name of prospective premises supervisor)

of BEAR'S DEST, WITHERGATE ROAD, WORSTED
NORTH WALSHAM, NORFOLK, NR28 9SF
(home address of prospective premises supervisor)

hereby confirm that I give my consent to being specified as the designated
premises supervisor in relation to the application for

PREMISE LICENCE
(type of application)

by BRUCE PATERSON - WORSTED FARMS LTD.
(name of applicant)

relating to a premises licence
(number of existing licence, if any)

for THE WOODYARD, WORSTED PARK, WORSTED,
NORTH WALSHAM, NORFOLK, NR28 9RS.
(name and address of premises to which the application relates)

and any premises licence to be granted or varied in respect of this application made
by

BRUCE PATERSON
(name of applicant)

concerning the supply of alcohol at

THE WOODYARD, WORSTED PARK, WORSTED,
NORTH WALSHAM, NORFOLK, NR28 9RS.
(name and address of premises to which application relates)

I also confirm that I am entitled to work in the United Kingdom and am applying for, intend to apply for or currently hold a personal licence, details of which I set out below.

Personal licence number LN/000013365
(personal licence number, if any)

Personal licence issuing authority

NORTH NORFOLK DISTRICT COUNCIL
(insert name, address and telephone number of personal licence issuing authority, if any)

COUNCIL OFFICES, HOLT ROAD, CROMER, NORFOLK,
NR27 9EN.

TELEPHONE - 01263 516291

Signed

Bruce Paterson

Name

BRUCE PATERSON
(please print)

Date 17/3/2022

NORTH NORFOLK DISTRICT COUNCIL

Licensing Act 2003

PREMISES LICENCE - CERTIFICATE OF PUBLIC NOTICE

This is to certify that I BRUCE PATERSON

residing at BEAR'S REST, WITHERGATE ROAD, WORSTED, NR28 9SF

have placed the required public notice advertisement in one locally circulating newspaper, namely:

(1) NORTH NORFOLK NEWS

on (date of publication)

and I have exhibited a similar notice on the proposed premises in a prominent position at

WORSTED PARK ENTRANCE AND EXIT

from (date notice displayed)

Signed Bruce Paterson Dated 17/03/2022

NORTH NORFOLK DISTRICT COUNCIL

Licensing Act 2003

PREMISES LICENCE - CERTIFICATE OF PUBLIC NOTICE

This is to certify that I BRUCE PATERSON

residing at BEAR'S REST, WITHERGATE ROAD, WORSTED, NR28 9SF

have placed the required public notice advertisement in one locally circulating newspaper, namely:

(1) NORTH NORFOLK NEWS

on (date of publication)

and I have exhibited a similar notice on the proposed premises in a prominent position at

WORSTED PARK ENTRANCE AND EXIT

from (date notice displayed)

Signed Bruce Paterson Dated 17/03/2022

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11

10/10/11



WORSTEAD E S T A T E

Method Statement



WORSTEAD
E S T A T E

The Woodyard

Version 1.2, issue date 13th September 2021



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2 Introduction

The method statement has been drafted to provide a clear understanding of good practice when operating The Woodyard as a wedding or events venue. It should be adopted as standard operating procedure. This statement is concerned with the delivery of a wedding or event on the site in a safe manner that does not place the public, clients, staff or third-party operators at risk. This includes travel to and from the site, operation of equipment on the site and maintenance of the site.

2.1 Key Information

- *Fire Alarm code: [5678]*
- *Intruder Alarm (VocalVale) code: [ENTRE CODE]*
- *Key Lock Code: [ENTRE CODE]*
- *Park Gates: 4201*
- *Hold Open: 2591 enter*
- *Close: 2591 clear*

2.2 Company details

*Worstead Farms Limited,
Holly house,
Smallburgh,
Norwich,
Norfolk
NR12 9NB*

T: 01692 536226



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W: www.worsteadestate.com

E: hello@worsteadestate.com

2.3 Start date

17nd September 2021

2.4 Site address

The Woodyard,
Worstead Park,
Worstead,
Norwich,
Norfolk
NR28 9RS

2.5 Contact details

Emily Hardesty, Venue Manager (VM)

M: 07795 503514

E: weddings@worsteadestate.com

T: 01692 535682 (on site land line)

2.6 Document author

Gavin Paterson (Director, Worstead Farms)

T: 01692 536226

M: 07815 776746

E: gavin@worsteadestate.com



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2.7 Health and safety contact

Michael Farrow

T: 01603 218384

M: 07917 412418

E: mfarrow@alanboswell.com



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3 Main Hazards

3.1 Traffic on site including farm traffic

Traffic travelling through the site for several purposes including: clients attending events on site, residents on site, holiday let residents on site, farm traffic travelling to and from fields. Dangers include traffic collisions, traffic colliding with pedestrians or animals.

Control measures which are in place include a 15 mile and hour speed limit in Worstead Park, a one-way system to reduce the chance of traffic collisions and maintenance of road verges to improve visibility.

Traffic on site will be managed in accordance with the Traffic Management Strategy in appendix 3.

3.2 Use of kitchen equipment including gas appliances

Third party caterers will be bringing in their own kitchen appliances, some of which will be gas appliances. There will be a risk of injury, fire, electrocution and explosion which needs to be managed carefully.

Only a limited number of trusted caterers will be appointed from an approved supplier list. Each caterer will need to provide copies of all relevant health and safety documents including risk assessments, method statements, training and public liability insurance details. This will also include a schedule of servicing and maintenance of the equipment which must be carried out in accordance with the manufacturers



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specifications, each caterer will need to show evidence of this maintenance.

3.3 Gas Storage

Gas bottles can only be stored in the designated area (caged in a compound to the north of the building) and this is the only gas on site. Gas is stored in this secured area only, upright and inspected on an annual basis. This is a no smoking area. Appliances must be connected using the built-in connection infrastructure which also has an integrated automatic cut off should the fire alarm sound. There is also an emergency cut off button in the kitchen clearly marked next to the kitchen door.

All equipment related to gas storage and distribution to the kitchen, including the cooker hood will be checked and serviced once a year by a qualified engineer.

3.4 Use of mechanical lifts

Four mechanical lifts are installed on site which present a risk of injury or entrapment.

All venue management staff will be trained as to how to use the lifts and user manuals will be present on site in the venue office at all times. Annual testing will be carried out to ensure that the lifts are operating as they should do.



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During a fire or emergency the lifts should not be used and egress from the building is possible without using lifts or stairs.

3.5 Use of electrical plant including ventilation systems and heating systems

Large electrical plant will be present on site to manage the climate within the venue.

All venue management staff will be trained as to how to operate the climate control systems and user manuals will be present on site in the venue office at all times. An annual service will be carried out by qualified electricians every 5 years to ensure that all electrical wiring and equipment on site is safe and operating correctly.

3.6 Over Capacity/Overcrowding

Events and wedding guest numbers will be contracted clearly with the client and the venue manager will be responsible for ensuring correct numbers on site. Should numbers exceed the capacity agreed the VM will restrict access to the site, may exclude guests and bring the event to a close early if necessary.

3.7 Violent Behaviour

The VM may have to manage situation where guests become violent. If they are unable to defuse the situation then the VM should call the police. The event should then be brought to a close and guests asked to leave the venue.



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3.8 Use of electrical appliances by staff

Use of electrical appliances such as kettles and fridges by venue and third-party staff. Portable Appliance Testing (PAT) will be carried out annually to ensure each appliance is safe.

3.9 Management of waste on site including sewage

Waste from events will need to be managed safely including any broken glass. Sewage from the toilets on site will be stored in a sub-terranean tank which will need to be emptied after each event.

Waste and recycling from the site will be collected weekly in accordance with the Waste Management Strategy in appendix 4.

3.10 Use of audio equipment

Audio systems have been installed within the building which could damage hearing if misused.

All venue management staff will be trained as to how to use the audio equipment and user manuals will be present on site in the venue office at all times. The audio system has built in regulator which precludes noise reaching excessive levels.

Noise on site will be managed in accordance with the Noise Management Strategy in appendix 2.

3.11 Slips trips and falls



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There are several internal and external surfaces which could be slippery when wet, including steps and stairs between levels.

Decking outside the venue is made from mill board, a composite specifically designed to provide grip to users. Both this surface and the flagstones will be cleaned once a year or as necessary in order to preclude the build up of slim or slippery material on them.

Should any spillages occur, warning signs will be placed on or near the surface until the spillage has been cleared up. This will be part of management staff training.

3.12 Risk of fire

As a thatched building there is greater risk of fire than usual. Much of the supporting structure is constructed from timber also. Information in appendix 8 must be provided to the local fire service and reviewed and updated each year and the local fire service kept up to date.

No naked flames will be allowed within the building other than in the kitchen, nor within 100 meters of building. Smoking will be prohibited within the building. A designated smoking area will be provided outside the Mulberry Room in the disabled carpark and away from the thatched roof.

The Woodyard is fitted with a fire and smoke detection system. Should this system detect a fire the alarm will sound, a gas shutoff system will be triggered along with the shutdown of the ventilation system (including cooker hood) and audio system. In compliance with part M fire doors are



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fitted to the building, all fire exits are clearly marked and fire extinguishers are fitted near each fire exit. Each exit will be kept clear from obstruction which will also be part of staff training.

All management staff will be trained in the Fire Evacuation Plan which can be found both in appendix 1 and in the venue office. The Fire Evacuation Plan will include a Generic Emergency Evacuation Plan (GEEP) which will be part of the staff training and provided to clients as part of their information pack once their booking is confirmed.



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4 Procedures and Training

4.1 Staff Training

All venue management staff, including the VM, will read and have access to (in the venue office) the following documents:

- *Method Statement (this document)*
- *Fire Safety Policy (appendix 10)*
- *Fire Risk Assessment (appendix 11)*
- *Fire Evacuation Plan (appendix 1)*
- *Generic Emergency Evacuation Plan (appendix 1)*
- *Noise Management Plan (appendix 2)*
- *Traffic Management Plan (appendix 3)*
- *Waste Management Strategy (appendix 4)*

All venue management staff including the VM will be trained as follows:

- *How to evacuate the building under the Fire Evacuation Plan (appendix 1) which will include raising the alarm, dealing with guests during a fire, how to sweep the building and shut off utilities including gas and how to assist guests with restricted mobility.*
- *How to deliver an induction to new staff and third-party staff also working at the venue using the Fire Safety Briefing in appendix 12.*
- *How to deliver an induction on use of the lifts within the building for those guests with reduced mobility.*
- *How to use the audio equipment and how to deliver the Noise Management Strategy (appendix 2)*



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- *What to do in the case of spillages and wet surfaces. Including how to protect the guests with signage and how to clear and clean the spillage safely.*
- *What to do in the event of guest injury.*
- *How to ensure that all fire exits are kept unobstructed.*
- *They will be trained as to how to use and operate the lifts safely.*
- *How to use plant on the site including the ventilation and heating systems.*
- *How to handle situations where guests become violent.*
- *How to assist guests who would normally use the lifts to exit the building during an emergency.*

4.2 Client Communication

As an important part of venue management each client will be made aware of protocols and procedures relating to the venue and each event. These will be provided to the client on booking as part of the venue hire contract and key elements will be highlighted to the client by the VM before the client contract is signed. These documents will include:



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| <i>Document</i> | <i>Description</i> | <i>H&S Reason</i> |
|--|---|--|
| <i>Venue Booking Contract</i> | <i>Contract setting out the terms of the venue booking including traffic on site and noise.</i> | <i>So that each client understands traffic management on site as well as restrictions to noise.</i> |
| <i>Generic Emergency Evacuation Plan</i> | <i>Document explaining how guests should evacuate the building.</i> | <i>So that should the client have restricted mobility or invite a guest with restricted mobility this can be shared with them.</i> |

4.3 Before an Event

Before allowing access to anyone the VM will ensure that all doors are unlocked so that egress can be achieved during an emergency. The VM will ensure that all fire exits are clear from obstruction.



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The VM will use the Pre-Event Checklist in appendix 6 to ensure that the venue is prepared for the event and each completed checklist will be dated, signed and stored in a folder on site.

NO ACCESS FOR ANY PERSONS INCLUDING STAFF, SUPPLIERS, CLIENTS, OR GUESTS SHOULD ALLOWED UNLESS THESE CHECKS HAVE BEEN CARRIED OUT AND ARE COMPLETE.

The approved suppliers will ensure that all kitchen appliances brought to site are PAT tested where appropriate and that any gas appliances have been subject to appropriate testing and maintenance. Any appliances to be connected to the venue gas supply must be done by a certified professional. All documentation relating to this must be provided to and checked by the VM before the event.

The venue will be cleaned, all waste removed from the site in accordance with the Waste Management Strategy (appendix 4). The VM will ensure that no slippery surfaces or dangerous areas are present at the venue.

4.4 Staff Inductions

On the day of the event the VM will meet with all staff working at the venue (either employed by Worstead Farms or a third-party) before the event and provide them with an induction. The induction will inform all staff of what to do in the event of an emergency, including fire. They will run through the checklist in appendix 12, sign the checklist and store this on site.



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4.5 During an event

The VM will carry a mobile telephone which will allow the Council, the emergency services, Worstead Estate staff or any concerned guest or member of the public to contact them via the Worstead Estates VoIP (Voice over Internet Protocol) on 01692 536226 as well as directly to the mobile number (07795 503514).

The VM will ensure that all fire exits are always clear from obstruction.

The VM will carry out the event in accordance with their training and the event protocols listed in section 4.1 Staff Training above. The VM will manage noise in general by following the Noise Management Strategy (appendix 2) and specifically ensure that all music is turned off by 23.30 and ask guests to leave the venue.

The venue has CCTV installed and any illegal activity will be reported to the authorities.

4.6 Following an event

Following an event and no later than 23.55 the VM will sweep the building to ensure that all guests and staff have vacated. The gas supply will be shut off, lights turned off, windows and doors closed and the building locked.

The VM will stay on site as guests leave the site and will be the last person to leave the site.



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The VM will pass on any complaints, issues and possible improvements to Worstead Estate management following each event.

The VM will use the Post-Event Checklist in appendix 6 to ensure that the venue is closed down properly following each event and each completed checklist will be dated, signed and stored in a folder on site.

NO EVENT SHOULD BE CLOSED DOWN AND THE VM SHOULD REMAIN ON SITE UNLESS THESE CHECKS HAVE BEEN CARRIED OUT AND ARE COMPLETE.

4.7 Access to the building outside an event

All exits in the building use the same master key. Should a lone worker require access to the venue during a period when the venue is not being used and where all doors are not unlocked, they must keep a master key on their person at all times.

4.8 On-going Improvement

Worstead Estate management will review this document and all protocols with the VM on an annual basis and sooner should it become necessary. When appropriate the VM will perform and/or oversea the inspection of the venue as appended is appendix 7.



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5 Access

A detailed access statement has been prepared and attached in appendix 5 which sets out how the building is to be accessed, including access by those with reduced mobility. This document should be read in conjunction with the Traffic Management Statement in appendix 3.



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6 Appendices

6.1 Appendix 1: Fire Evacuation Plan



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6.3 Appendix 2: Noise Management Plan



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6.5 Appendix 3: Traffic Management Plan



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6.7 Appendix 4: Waste Management Plan



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6.9 Appendix 5: Access Statement



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6.10 Appendix 6: Event Checklist

6.10.1 Pre-event checklist



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| | Date | Date | Date | Date | Date |
|---|------|------|------|------|------|
| ROUTINE INSPECTION POINTS | | | | | |
| Hold open park gate using code 2591 "entre" | | | | | |
| Turn off alarm using code 5678 | | | | | |
| Means of Escape | | | | | |
| Fire exit doors open freely | | | | | |
| Fire exit routes not obstructed | | | | | |
| Fire doors clearly marked | | | | | |
| Floors free from trip hazards | | | | | |
| Assembly point clearly marked | | | | | |
| Escape routes not used for storage | | | | | |
| Fire Precautions | | | | | |
| Test fire alarm system | | | | | |
| Fire extinguishers at fire points | | | | | |
| Fire extinguishers in good condition | | | | | |
| Fire blanket | | | | | |
| Emergency action details up to date/displayed | | | | | |
| All fire safety signs clearly visible | | | | | |
| Carbon monoxide detector present/useable | | | | | |
| Smoke/heat detectors useable | | | | | |
| Electrical Safety | | | | | |
| Electrical equipment in good condition | | | | | |
| Fixed installations appear free of damage | | | | | |
| Fuse board/switchgear cupboards closed | | | | | |
| Plugs in good condition | | | | | |
| Cables free from damage | | | | | |
| No multi point adaptors in use | | | | | |
| Lengths of flexible cable kept to a minimum | | | | | |
| Flammable Materials | | | | | |
| Minimum storage in workplace/safely stored | | | | | |
| Heating | | | | | |
| Portable appliances used as set parameters | | | | | |
| Lighting | | | | | |
| General workplace lighting effective | | | | | |
| Emergency lighting effective | | | | | |



WORSTEAD E S T A T E

| Housekeeping | | | | | |
|--|--|--|--|--|--|
| Debris/combustible waste cleared | | | | | |
| Waste bins provided/emptied | | | | | |
| Smoking prohibited/restricted to controlled area | | | | | |
| Place the "Turn Right" sign at East exit of the park | | | | | |
| Switch on hot water circulation | | | | | |
| Switch on beer cooler and CO2 gass | | | | | |
| Switch on ventilation system | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

6.10.2 Post-event checklist

| | Date | Date | Date | Date | Date |
|---|------|------|------|------|------|
| ROUTINE INSPECTION POINTS | | | | | |
| Housekeeping | | | | | |
| Debris/combustible waste cleared | | | | | |
| Waste bins are NOT emptied if after 10pm | | | | | |
| Flammable Materials | | | | | |
| Gas is stored and secured properly | | | | | |
| [Gas tanks are switched off] | | | | | |
| Ventilation and Lighting | | | | | |
| All internal and external lights are turned off | | | | | |
| Ventilation system is turned off | | | | | |
| Clearing the Building | | | | | |
| Check each area of the building for people | | | | | |
| Housekeeping | | | | | |
| Switch off hot water circulation | | | | | |
| Switch off beer cooler and CO2 gas | | | | | |



WORSTEAD

E S T A T E

| | | | | | |
|---|--|--|--|--|--|
| Switch off ventilation system | | | | | |
| Check clean down of kitchen and bar | | | | | |
| Security | | | | | |
| Lock each door in turn as the building is cleared | | | | | |
| Close park gate using code 2591 "clear" | | | | | |
| Turn on alarm using code 5678 | | | | | |
| Recover the "Turn Right" sign from the East exit. | | | | | |



WORSTEAD E S T A T E

6.11 Appendix 7: Inspection Schedule

All operations and checks pertaining to the building must be carried out in accordance with our building insurance which is summarised in appendix 9. The following inspection schedule must be completed and recorded:



WORSTEAD E S T A T E

THE WOODYARD – MAINTENANCE OF FIRE PRECAUTIONS

| INSPECTION SCHEDULE | |
|-----------------------------|--|
| FREQUENCY | ACTION |
| DAILY | <ul style="list-style-type: none">• Walk through premises and check escape routes to ensure they are clear of obstructions and combustible materials and that self-closing doors are not wedged open; and• Check the fire alarm control and indicating equipment to ensure the system is active and fully operational. |
| WEEKLY / PRE WEDDING CHECKS | <ul style="list-style-type: none">• Test fire alarm system by activating a manual call point (using a different call point for each successive weekly test), usually by inserting a dedicated test key. This will check that the control equipment is capable of receiving a signal and in turn, activating the warning alarms. Manual call points may be numbered to ensure they are sequentially tested. It is good practice to test the alarm at the same time each week, but consider the need to ensure that staff working shifts are given the opportunity to hear the alarm. During a test, the alarm should not operate for too long so that there can be a ready distinction between a test and an unplanned actuation. Where the system is connected to an alarm receiving centre, the centre should be notified prior to testing;• A check should be made to determine that the testing of the fire alarm also results in the operation or disabling of other linked features such as the release of any doors on hold open devices, the operation of doors on swing free arms and automatic opening doors reverting to manual operation;• Check that all safety signs and notices are legible; |



WORSTEAD E S T A T E

| INSPECTION SCHEDULE | |
|---------------------|--|
| FREQUENCY | ACTION |
| | <ul style="list-style-type: none">• Check escape routes, and test exit locking mechanisms such as panic bars, push pads and electromagnetic locking devices; and• Ensure that fire door self-closing devices operate effectively. |
| MONTHLY | <ul style="list-style-type: none">• Functional tests of all emergency lighting systems should be at an appropriate time when, following the test, they will not be immediately required. However, some modern systems have self-testing facilities that reduce routine checks to a minimum. Depending on the type of installation certain routine checks and routine maintenance work may be able to be done in house. Test methods will vary. Further maintenance may need to be carried out by a service engineer;• Carry out brief visual check of fire extinguishers and hose reels to ensure there are no obvious faults;• Fire doors should be checked to ensure they are in good working order as follows:<ul style="list-style-type: none">– Inspect doors for any warping or distortion that will prevent the door from closing flush into the frame;– Check any fire-resisting glazed panels are in good condition and secure in their frame; and– Check that intumescent strips and smoke seals are in good condition.• Deep fat fryers: any filters, grease traps, sump boxes, extractions hoods and canopies to be cleaned each month. |



WORSTEAD E S T A T E

| INSPECTION SCHEDULE | |
|---------------------|---|
| FREQUENCY | ACTION |
| ANNUALLY | <ul style="list-style-type: none"> • Maintenance of portable fire extinguishers; • Annual discharge test of emergency lighting; • Maintenance check to hose reels; and • Inspection and test of residential sprinkler system. • PAT testing of all electrical appliances • Check carbon monoxide and smoke detectors • Gas storage, delivery system, cut off system and appliances check by a qualified person • Cooker hood and extractor cleaned by a qualified person • Deep clean of kitchen and bar • Review fire risk assessment (appendix 11) • All external areas will be checked for a build-up of slime or slipper material and cleaned. |
| THREE YEARLY | <ul style="list-style-type: none"> • Check all emergency lighting for proper function. Test for the full duration of self-contained and central battery systems that have a specified duration category in excess of one hour. Any defect/fault to be recorded in the logbook and action taken to rectify |
| FIVE YEARLY | <ul style="list-style-type: none"> ▪ Fire alarm wiring test. Test, inspection and competent engineer's report. ▪ Building wiring including heating and ventilation systems ▪ Inspection of the thatch by a qualified thatcher |

RECORD OF FIRE EQUIPMENT MAINTENANCE AND TESTING

| <i>Date</i> | <i>Nature of Work</i> | <i>Work Done/recommended</i> | <i>Signed</i> |
|-------------|-----------------------|----------------------------------|---------------|
| | | | |
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WORSTEAD
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6.12 Appendix 8: Information for fire services

This information is to be kept up to date and provided to the fire service each time it is updated.



WORSTEAD E S T A T E

Fire Service Information Pack

| | |
|--|---|
| <i>For:</i> | <i>The Woodyard</i> |
| <i>Premises address and contact number</i> | <i>The Woodyard, Worstead Park, Worstead, Norwich, Norfolk NR28 9RS T: 01692 535682 (on site land line) Emily Hardesty (Venue Manager) M: 07795 503514 E: weddings@worsteadestate.com</i> |
| <i>Plan date</i> | <i>10/09/21</i> |
| <i>Review date</i> | <i>04/08/22</i> |

Building Use

Wedding venue and events space. Maximum capacity up to 160 guests.

Flammable materials on Site



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Gas (kitchen appliances), thatched roof, timber framed building.

Access Details

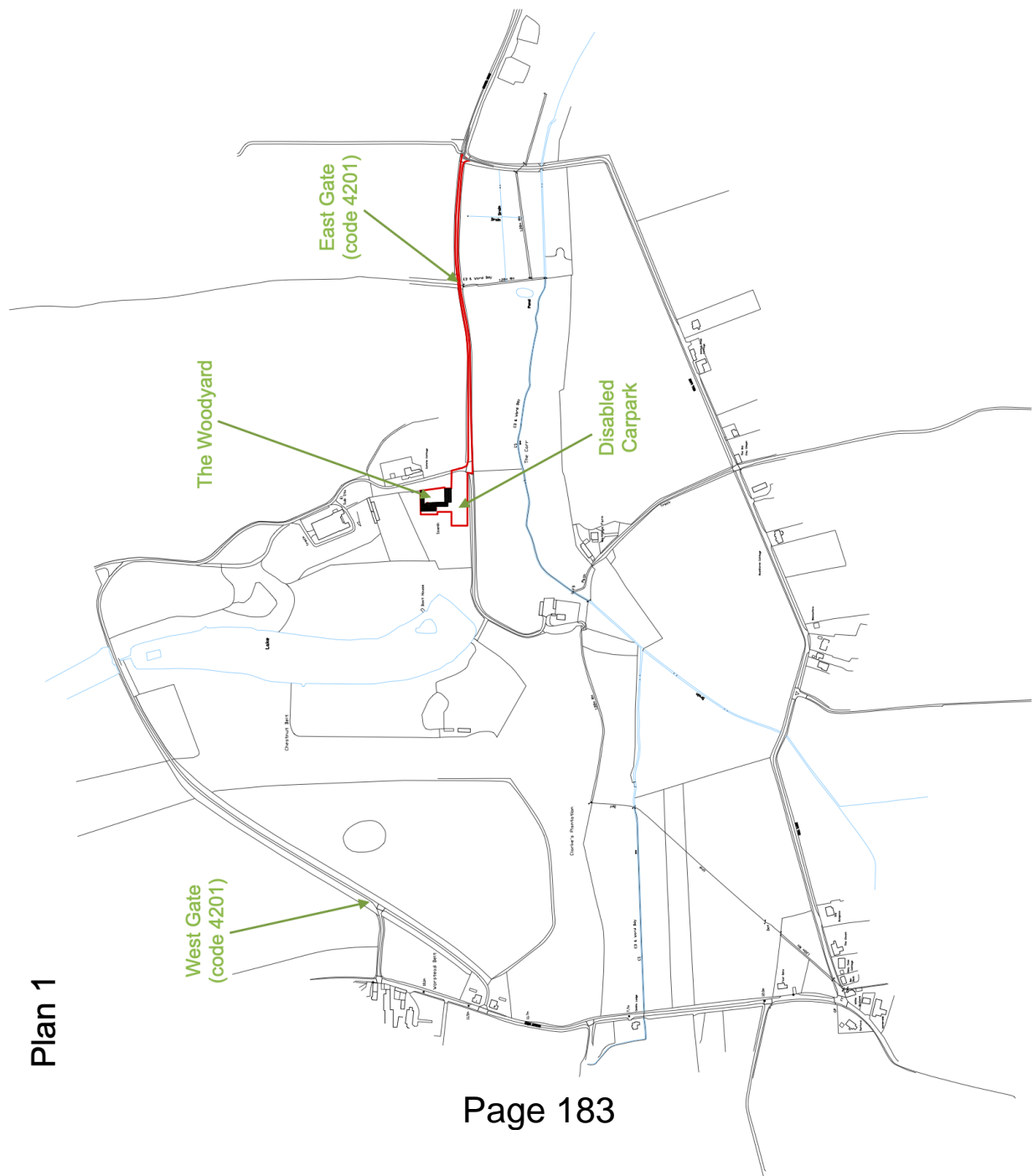
Building is located in Worstead park at the above address, approximately 1 mile south of Worstead village.

The building may be accessed from either the West gate or the East gate as marked on the Plan 1. The access code for both gates is 4201.

Parking for emergency vehicles can be found in the disabled carpark marked on Plan 1. Worstead park lake is approximately 150m West of the disabled parking area which is a stream filled lake roughly 11 acres in size with a volume of around 40,000 m³ of water. Vehicular access is possible down to the lakeside via the grassed area between the disabled carpark and the lake.



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Plan 1



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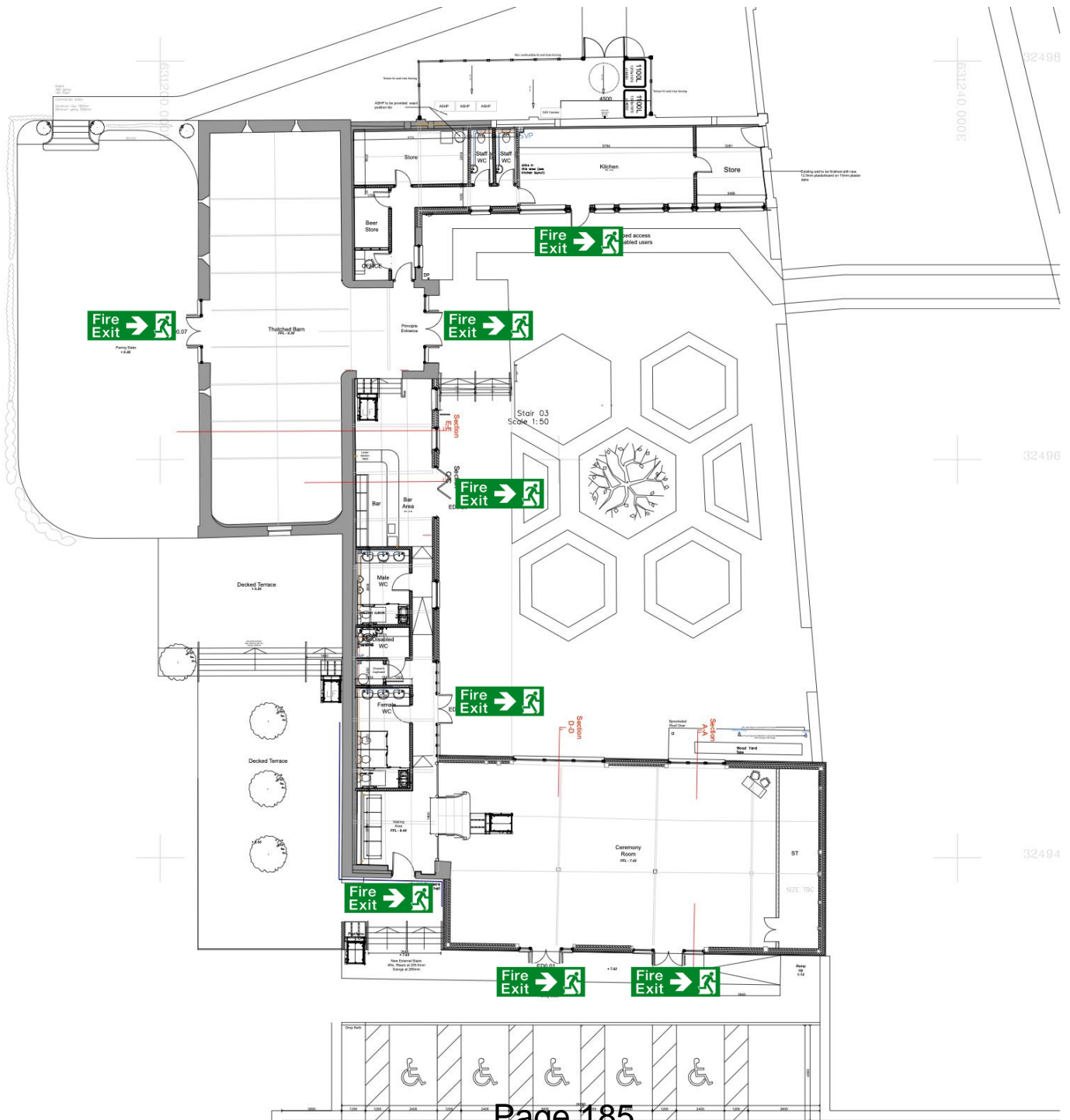
Escape routes

The escape routes from the building are:

- 1. The main doors of the Thatched Barn leaning onto the West patio or the Eastern courtyard*
- 2. The door leading out of the kitchen into the Eastern courtyard*
- 3. The triple door leading out of the bar into the Eastern courtyard*
- 4. The double door leading out of the corridor housing the toilets*
- 5. The door leading out to the South and the disabled carpark at the Southern end of the corridor*
- 6. The two sets of double doors leading out of the Mulberry Room to the disabled carpark.*



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Fire assembly point

The assembly point is: The grassed area to the South of the disabled carpark (see above).

Fighting fires – Extinguisher use

Fire extinguishers will only be used where:

- Staff have received training and feel confident in their use*
- Where it is deemed safe to do so i.e. there is a clear means of escape, fire is small*

Personal safety always takes priority and, if in any doubt, staff should not attempt to extinguish a fire

Location of key safety hazards or other fire related equipment

- Gas supply shut off: Next to the kitchen door*
- Mains fuse box: In the breakout room to the East of the kitchen*
- Mains water inlet: In the breakout room to the East of the kitchen*
- Gas cylinders: outside in a compound on the North wall of the building.*



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- Location of fire alarm panel: In the venue managers office, to the right of the main entrance.

| <i>Responsibilities</i> | |
|--|-----------------------|
| <i>For ensuring plan is up to date</i> | <i>Emily Hardesty</i> |
| <i>For ensuring adequate staff are on duty to carry out the evacuation plan</i> | <i>As above</i> |
| <i>For training staff on the evacuation plan and in their roles and responsibilities</i> | <i>As above</i> |

6.13 Appendix 9: Insurance Endorsements

The following endorsements must be complied with in order to meet the requirements of the estate's building insurance.

6.13.1 Endorsement 12: Electrical Installation Inspection

YOU warrant that the electrical installation will be inspected and tested every three/five years by an electrical contractor, qualified to work on commercial installations and approved



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by a UKAS accredited body. Any defects must be remedied in accordance with the Regulations of the Institution of Engineering and Technology.

6.13.2 Endorsement 13: Thatch Insurance Conditions

If YOU fail to comply with any part of the following conditions and YOUR failure causes or contributes towards an insured loss YOU lose YOUR right to indemnity or payments for a claim:

- 1. All chimneys which could be used for open fires, or those being used for a wood burning or multi-fuel stove or any other type of burner or stove, including the flue along its entire length and any spark arrestor must be kept in a good state of repair and must be cleaned at least once a year, between 1st May and 1st September, by a competent sweep with Public Liability insurance in force with a minimum Limit of Indemnity of £2.5 million.*
- 2. YOU must retain the invoice in respect of the work undertaken for review by US on request;*
- 3. If YOU have a wood burning or multi-fuel stove:*
 - a) only fuels recommended in the stove manufacturer's instructions are to be used;*



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- b) before retiring at night, or leaving YOUR PREMISES unattended for periods of longer than two hours, the doors of the stove must be closed and all air vents on the stove must be set to the minimum (slow burn) position;
4. Naked flames or tools producing naked flames must not be used in the attic or loft space of YOUR PREMISES, or within one metre of the inside or outside of the thatch;
5. At least two fire extinguishers must be installed in readily accessible positions in YOUR PREMISES. All fire extinguishers installed must meet all relevant British Standards;
6. A smoke detector must be fitted and maintained on each floor of YOUR PREMISES and in the attic or loft space;
7. The thatch must be inspected at least once every five years and must have been inspected within the last five years.
8. The inspection must be carried out by a competent thatcher and any essential remedial work completed without delay after the inspection. YOU must retain the inspection report, and the invoices in respect of any remedial work, for review by US on request;



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9. The electrical system in the PREMISES must be inspected at least once every five years and must have been inspected within the last five years.
10. The inspection must be carried out by a qualified electrician in accordance with all relevant British Standards and any remedial work necessary to ensure that the system complies with the relevant British Standards must be completed in full without delay after the inspection. YOU must retain the Electrical Inspection Certificate, and the invoices in respect of any remedial work, for review by US on request;
11. Any bonfire, firework display or incinerator YOU have, or that YOU permit on YOUR land, must be situated at a distance of at least 100 metres from YOUR PREMISES;
12. YOU must notify US within seven days if YOU install or re-commission a wood burning or multi-fuel stove in YOUR PREMISES. On receipt of notification WE reserve the right to charge an additional premium and amend the policy terms;
13. YOU must ensure that the requirements of conditions 1) to 9) above are complied with by other



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occupants and any tenants of the PREMISES unless agreed by US in writing.

Time for compliance

If YOUR policy is new business with US or this is the first time WE have imposed these Thatch Insurance Conditions then YOU have 60 days from the start of the PERIOD OF COVER to comply with conditions 1), 4), 5), 6) and 7) of these Thatch Insurance Conditions. All other conditions apply with immediate effect.

Where, in respect of any of these Thatch Insurance Conditions, WE have agreed in writing to give YOU an additional period of time to make the PREMISES compliant then the relevant condition(s) will only take effect on expiry of the agreed period.

6.13.3 Endorsement 14: Deep Fat Frying Warranty

If YOU fail to comply with any part of the following and YOUR failure causes or contributes towards an insured loss YOU lose YOUR right to indemnity or payments for a claim.

Where deep fat frying cooking equipment is used:



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1. *it is installed, operated, maintained and serviced in accordance with the manufacturer's instructions;*
2. *it is fitted with a thermostat designed to prevent the temperature of cooking oils and fat from rising above 205 degrees centigrade;*
3. *any filters, grease traps, sump boxes, extractions hoods and canopies to be cleaned at least monthly;*
4. *all extraction systems including flues, extraction motors, fans and the entire length of any ducting are deep cleaned at least once every 12 months by a specialist contract cleaner or more frequently on their advice;*
5. *it is not to be left unattended whilst in use and all heat sources (other than pilot lights) to be switched off when the BUSINESS PREMISES are closed;*
6. *fire extinguishers and fire blankets suitable for extinguishing oil and fat fires must be kept in the cooking area and employees trained how to use them.*



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6.14 Appendix 10: Fire Safety Policy

6.14.1 Introduction

Worstead Estate are responsible employers and take our fire safety duties seriously. For this reason we have formulated this policy to help us comply with our legal obligations to staff and visitors.

Owing to its importance, this fire safety policy also forms part of the company's overall health and safety policy.

6.14.2 Legal Position

Under the Regulatory Reform (Fire Safety) Order 2005 every establishment with 5 or more employees or is licensed or provides sleeping accommodation will carry out a fire risk assessment that is suitable and sufficient for the level of fire risk present in the workplace.

Employees will be informed of any changes that are made to our fire safety procedures and fire risk assessment.

We will also ensure that all visitors to our premises are briefed in the evacuation procedures and not left alone unless they are aware of, and familiar with, all available escape routes.

6.14.3 Procedures



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We have introduced the following procedures in order to maintain high standards of fire safety.

- A fire risk assessment has been undertaken which will be reviewed annually however more frequent reviews will occur if there are any changes made that will impact on its effectiveness.*
- The Event manager will ensure fire evacuation procedures are explained prior to each event*
- Pre wedding briefings will be provided as necessary to any staff given fire safety responsibilities such as fire marshals to assist with evacuation*
- It is our policy that some employees may be trained in the use of fire extinguishing appliances*
- All new and temporary employees will be provided with induction training on how to raise the alarm and the available escape routes*
- All escape routes will be clearly signposted and kept free of obstructions at all times*
- All fire-related equipment will be regularly serviced and maintained. If any employee notices defective or missing equipment, they must report it to a manager*



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- *Alarm systems will be tested regularly. Staff will be told when a test is scheduled*
- *Any other safety systems will be checked regularly to ensure correct operation, where necessary, e.g. emergency lighting*



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6.15 Appendix 11: Fire Risk Assessment



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6.16 Appendix 12: Fire Safety Briefing



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FIRE SAFETY BREIFING TO EVENT STAFF

This instruction shown below has been provided to staff members

| FIRE SAFETY ACKNOWLEDGEMENT | |
|--------------------------------------|-------|
| Date: | Time: |
| Instruction Provided By | |
| Subjects Covered (Tick as necessary) | ✓ |

| | |
|--|------------|
| Hazards and safe practices | |
| How to raise the alarm or action on hearing alarm | |
| Calling the Fire Brigade | |
| Location and use of fire fighting equipment | |
| Escape routes (location, use and keeping clear) and Assembly Point | |
| Assisting evacuation of visitors and disabled | |
| Security measures (daily and in event of fire) | |
| Safety signs, their meaning and measures to be taken | |
| Function and care with any fire protection / detection system(s) | |
| Use and importance of fire doors, door closers and release devices | |
| Need to report hazards, faults, dangers etc. | |
| Particular instructions (describe) related to specific duties such as nominated areas to sweep | |
| I confirm that I received instruction on the topics ticked above on the date given | |
| Name: | Signature: |
| Name: | Signature: |
| Name: | Signature: |
| Name: | Signature: |
| Name: | Signature: |



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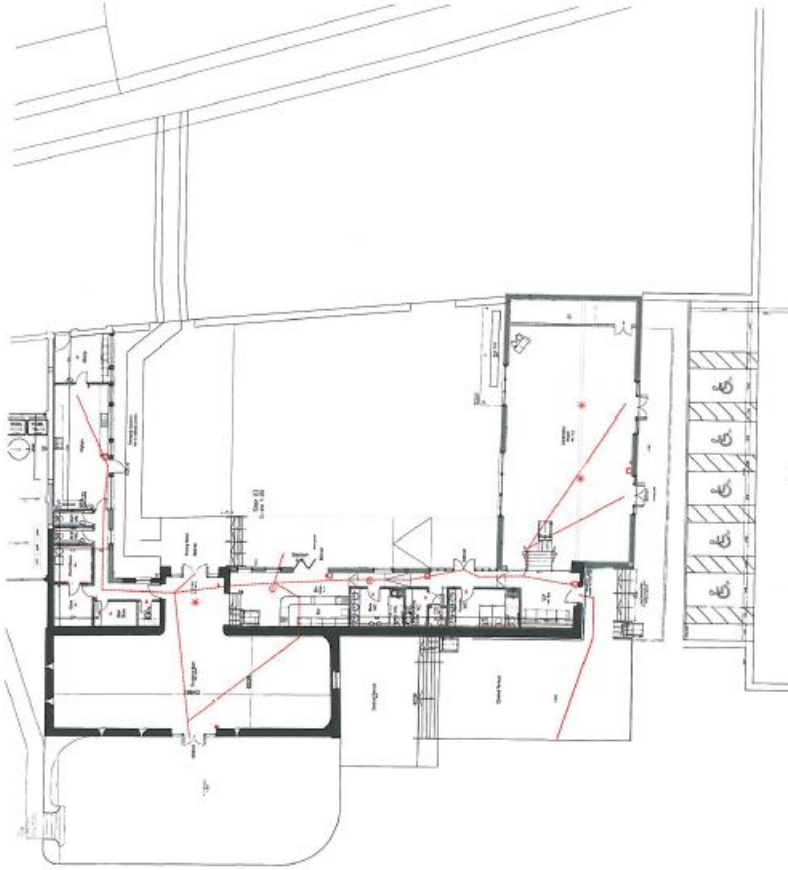
| | |
|-------|------------|
| Name: | Signature: |
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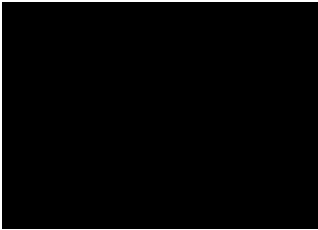
1. This drawing is the property of The Building Field and is not to be used for any other purpose without the written consent of The Building Field.
 2. This drawing is not to be used for any other purpose without the written consent of The Building Field.
 3. This drawing is not to be used for any other purpose without the written consent of The Building Field.



1. This drawing is the property of The Building Field and is not to be used for any other purpose without the written consent of The Building Field.
 2. This drawing is not to be used for any other purpose without the written consent of The Building Field.
 3. This drawing is not to be used for any other purpose without the written consent of The Building Field.



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18/04/2022

To the Licensing Department, North Norfolk District Council

Dear Sir/Madam

Premises Licence Application: The Woodyard, Worstead, NR28 9RS

We object to the licence application for the above premises for Live music, Recorded Music and Sale of alcohol.

The premises are the Dilham side of Worstead and are close to the residential properties on Chapel Road.

The venue has been operating under a TEN and has caused Public Nuisance to the residents of Chapel Road with large volumes of traffic using Chapel Road which is a narrow, single track lane with no passing places, used by walkers, families, horse riders and cyclists. The traffic has been substantial going to and from the venue (over 40 vehicles in an hour). The noise and increased pollution from the traffic when an event has taken place is blighting the peaceful enjoyment of our properties.

The noise from any outside music is easily audible to our property and although this was considered at planning this has materially and substantially changed as the venue has now cut down a large swathe of woodland, which shielded Chapel Road. The effect of this has created a sound corridor which travels directly up Chapel Road. To have music and substantial traffic every weekend will prevent peaceful enjoyment of our homes and gardens and safe use of Chapel Road to the residents. We can hear the Worstead Festival, but this is one week a year and the Festival is several miles away, not right on our doorstep where the venue is situated. The cutting of the trees now also means there is substantial light pollution from the many external lights the applicants have put up. The area is close to Smallburgh Fen and an SSI site. Dilham also hosts a colony of rare bats. The lights are clearly visible from the venue in what was once a 'dark sky' area and is causing a public nuisance. With regard to Crime and disorder, the venue is only accessible by car as it is not on a direct bus route. The lanes are one car width with no passing places. If people are going to an event, the high probability from the amount of traffic we have seen from a TEN, is that people have driven after having consumed alcohol.

Public Safety – the fact this is a very rural isolated site with single track lane windy access means the likelihood of accidents due to the traffic is very high especially as it is used by lots of walkers, riders and cyclists. Also the drink driving risks.

We hope the Licensing committee will visit the venue and see for itself the unsuitability of the premises in its location and proximity to houses. I know this cannot be a re-run of the planning application but the applicants have substantially changed the surroundings by felling trees. They have also no regard to planning conditions having breached them continuously since the site has been operating.

Yours



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Lara Clare

From: [REDACTED]
Sent: 18 April 2022 15:40
To: Licensing
Subject: Worstead Farms Ltd

Categories: [REDACTED]

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

Dear Sir,

I have recently seen the application for a premises licence at The Wood yard, Worstead, Norfolk, NR289RS. I would like to make an objection on the grounds of Public nuisance. This is a very quiet village and the presence of live music every weekend would cause definite disturbance to the village. There have been instances when these venues have been held in the past and the level of noise is unacceptable and intrusive.

Regards

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

18/4/22

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Registered Office:
HOLLAND COURT, THE CLOSE
NORWICH NR1 4DY
Registered London no. 512155

J. A. Paterson & Co. Ltd.

MANOR FARM
DILHAM, NORTH WALSHAM
NORFOLK, NR28 9PZ

Telephone: Smallburgh 01692 536883

Fax: Smallburgh 01692 536723

VAT Registration no. 105 3152 21

Licensing Section,

NNDC

Holt Road

Cromer

NR27 9EN

4th April 2022

Worstead Farms Ltd

Dear Sir or Madam,

We live and run a farm business along Chapel Road and write to object to the application for a new premises licence by Worstead Farms Ltd.

The planning application was granted for the Woodyard wedding venue in Worstead Park after several conditions were set.

These conditions have not been complied with by the Applicant and so they are not fit to hold a licence.

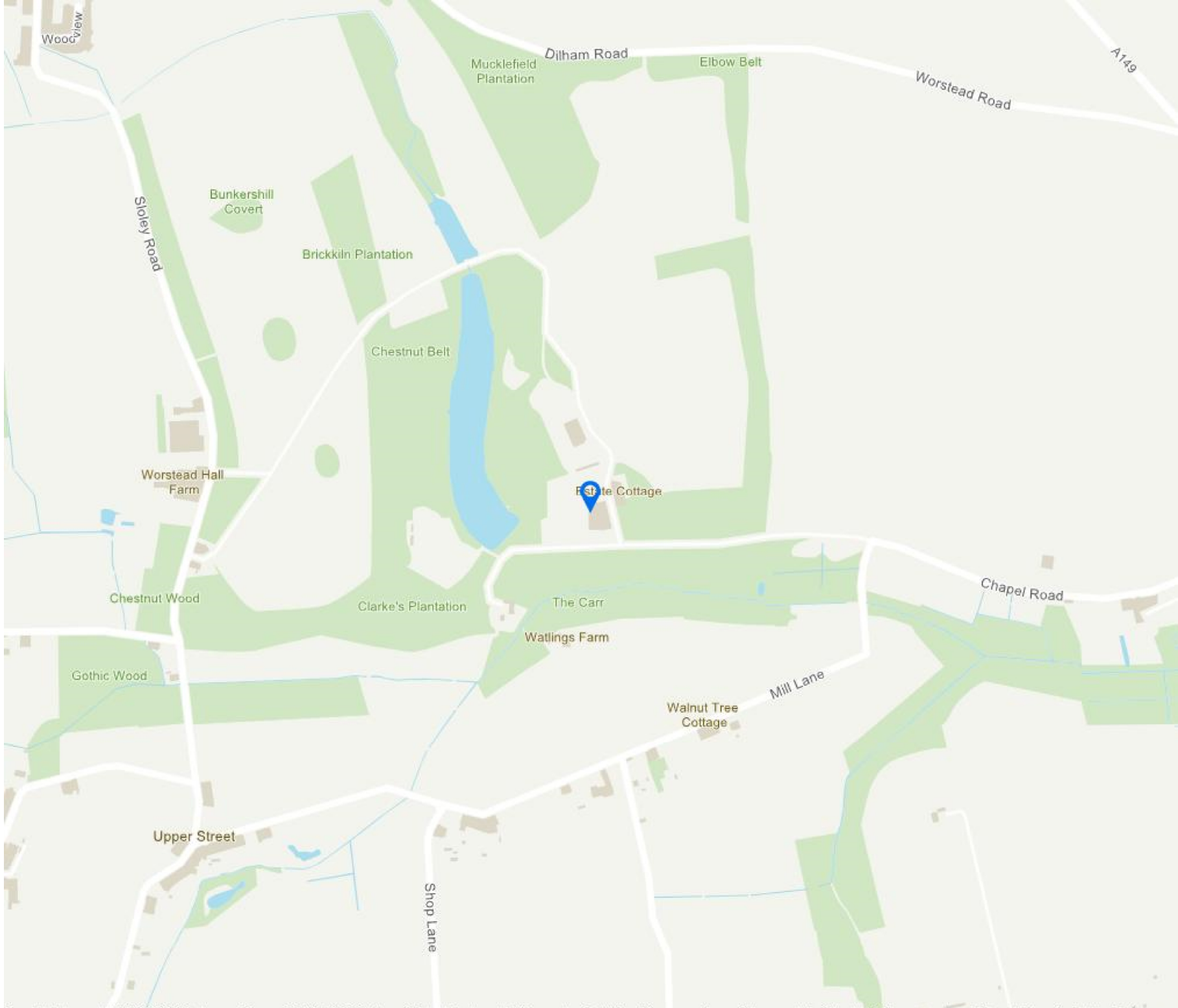
Crime and disorder. The venue will bring criminal activity to the area.

Public safety. This is a remote site accessed by car which will be a risk to the public on single track, winding lanes. Alcohol will increase the risk on the homeward trip.

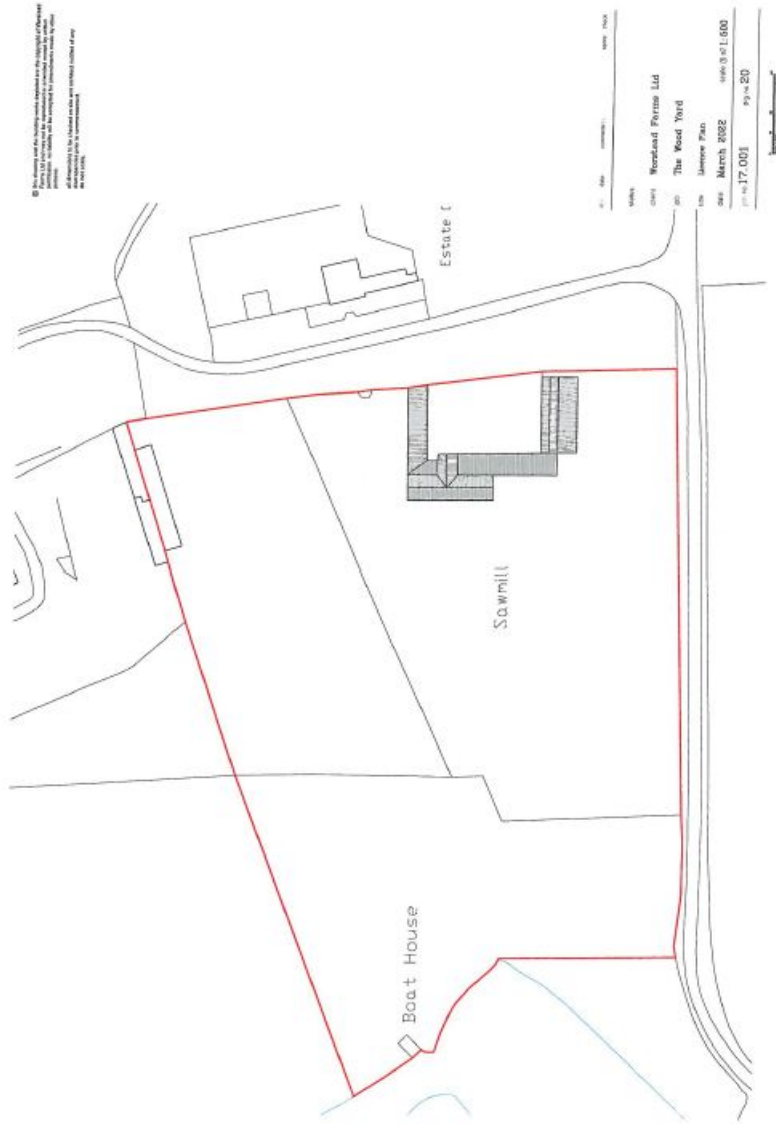
Public nuisance. Planning permission does not allow outside music with the associated noise drift. The extension of Alcohol sales to 2355 will lead to late night public nuisance. This will result in more noise and light pollution disturbance.

Children are at risk from cars on the blind single-track lanes used to access the venue.

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| Ref. | Date | Comments | Scale | Notes |
|-------|------------|-----------------|--------|-------|
| 10001 | 10/03/2022 | Worked Farm Ltd | 1:1000 | |
| 10002 | 10/03/2022 | The Wood Yard | 1:1000 | |
| 10003 | 10/03/2022 | Worked Farm Ltd | 1:1000 | |
| 10004 | 10/03/2022 | The Wood Yard | 1:1000 | |
| 10005 | 10/03/2022 | Worked Farm Ltd | 1:1000 | |
| 10006 | 10/03/2022 | The Wood Yard | 1:1000 | |
| 10007 | 10/03/2022 | Worked Farm Ltd | 1:1000 | |
| 10008 | 10/03/2022 | The Wood Yard | 1:1000 | |
| 10009 | 10/03/2022 | Worked Farm Ltd | 1:1000 | |
| 10010 | 10/03/2022 | The Wood Yard | 1:1000 | |

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