

Licensing Sub-Committee - Premises and Gambling



Please contact: Lauren Gregory

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Tuesday, 4 October 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, 19 October 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: Mr T Adams, Mr J Rest and Mrs E Spagnola

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

Heads of Paid Service: 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. **CHAIRMAN'S INTRODUCTION** (Pages 1 - 4)

2. **TO RECEIVE APOLOGIES FOR ABSENCE**

3. **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.

4. **DECLARATIONS OF INTEREST** (Pages 5 - 10)

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.

5. **EXCLUSION OF PRESS AND PUBLIC**

To pass the following resolution, if necessary:

“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.”

6. **APPLICATION FOR A VARIATION TO PREMISES LICENCE –
VOEWOOD, CROMER ROAD, HIGH KELLING, NORFOLK, NR25 6QS** (Pages 11
- 110)

Summary: This is an application for a Premises License 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 Bütikofer – Ward(s) affected: High Kelling
Chairman Licensing
Committee

Contact Officer: **Nicky Davison**
telephone number: **01263 516291**
and e-mail: **nicky.davison@north-norfolk.gov.uk**



North Norfolk District Council

The Licensing Committee (Premises and Gambling) - Procedure to be followed at the Hearing

This Procedure and protocol is governed by; the following legislation:

- The Licensing Act 2003 (Hearings) Regulations 2005 and the Licensing Act 2003 (Hearings) (Amendment) Regulations 2005.
- The Gambling Act (Proceedings of Licensing Committees and Sub Committees) (Premises Licences and Provisional Statements) (England and Wales) Regulations 2007.

Introductions

1. The **Chair** of the Sub-Committee should read out a statement declaring under which capacity the Committee is sitting.

The **Chair** must outline that this Sub-Committee is sitting to consider matters under the Licensing Act 2003 and/or Gambling Act 2005.

2. The **Chair** will introduce themselves and the Members of the Committee.
3. The **Chair** will then introduce and explain the respective roles of;
 - (i) the Democratic Services Officer;
 - (ii) the Licensing Officer;
 - (iii) the Legal Advisor to the Committee
4. **The Chair** should invite all those present to introduce themselves and ask them to indicate if they wish to speak during the hearing. (Only those persons who have made representations may address the Sub-Committee)
5. Each party will be asked by the **Chair** whether 15 minutes is sufficient for the presentation of his/her/body's case. (Agreement on the length of time given for each speaker is at the discretion of the Chair).
6. The **Legal Advisor** explains the procedure that will be followed at the meeting. All parties to note that any requests or issues should be directed through the Chair.

The Application

7. The **Licensing Officer** outlines the application to the Committee by presenting their report making proper reference to any relevant Licensing Policy and Statutory Guidance.
8. The Committee may ask questions of the Licensing Officer with regards to their report.

9. The **Licensing Officer** will invite questions from all parties to clarify the content of their report.

Presentation of Case / Submissions from Parties

10. In the order of firstly **Applicant**, secondly **Responsible Authority** and thirdly **Other Persons** (or in the case of a review the relevant person), each party shall be invited to undertake the following:
 - (i) Set out their case;
 - (ii) Call Witnesses in support of their case (provided notification of the witnesses has previously been given to the Council);
 - (iii) Introduce documentary evidence in support of their case (provided notification of the documentary evidence has previously been given to the Council); and
 - (iv) Respond to any questions asked of them by Members of the Licensing Sub-Committee.
11. At the Sub-Committee and Chair's discretion each party may ask questions of other parties by directing them through the Chair. (please note witnesses may not put questions to other parties)
12. The Sub-Committee shall have the absolute discretion to restrict the number of witnesses and documents that any party can introduce, or the time spent on submissions or oral evidence, to ensure the proper running of the hearing. Where there are a number of persons with similar representations, a spokesperson may be chosen to speak.
13. Any witnesses that any party is seeking to call that have not previously been notified to the Council, in advance of the hearing, shall only be allowed with the consent of all other parties at the hearing. The Sub-Committee shall have the sole discretion to refuse to allow any witnesses to be heard, even where the consent of all parties has been given. In reaching the decision the Sub-Committee may consider any circumstances they believe to be relevant, and will have regard to the relevance of the evidence to the matters before the Committee.
14. Any documents that any party is seeking to adduce that have not previously been notified to the Council, in advance of the hearing, shall only be allowed with the consent of all other parties at the hearing. The Sub-Committee shall have the sole discretion to refuse to allow any documents to be adduced, even where the consent of all parties has been given. In reaching the decision the Sub-Committee may consider any circumstances they believe to be relevant, and will have regard to the relevance of the evidence to the matters before the Committee.

Closing Submissions

15. The **Chair** shall invite each of the parties to present a closing submission, of no more than 5 minutes, to the Sub-Committee, in the order of
 - firstly **the Responsible Authority/ or Responsible Authorities;**
 - secondly **Other Persons;**
 - thirdly, the **Licensing Officer**
 - lastly the **Applicant (or their representative)**

Each party may comment upon what has been said but no new evidence should be introduced.

16. At the end of the Closing Submissions the **Chair** may ask the **Legal Advisor** if there is any clarification or points they wish to make or advise the Committee of.

Reaching and Making a Decision

17. The **Chair** will ask the Council's Legal Advisor to address the Committee on any outstanding matters.
18. The **Chair** will then thank all those who have spoken and invite the Committee to retire to consider the application, accompanied by the Legal Advisor and Democratic Services Officer (who will take no part in the decision).
19. The Committee will then consider the case and evidence before them at the hearing and will seek to reach a decision with reasons for the decision.
20. Once a decision has been made, the **Chair** will invite the **Legal Advisor** to announce in public any legal advice they have given in private.
21. The **Chair** will read out the decision and the reasons for the decision, or in some cases, advise that the decision will be notified to parties at a later date. Where appropriate, the **Chair** will ask the Licensing Officer for any comments on their decision prior to any final determination.
22. The **Chair** will explain that all parties will be notified of the outcome of the decision and reasons for the decision in writing.
23. If the Committee is unable to reach a decision on the day, the **Chair** will explain that all parties will be notified as soon as possible (but within 5 working days or other time period as set out in the Licensing Act 2003 or related regulations) of the decision and the reasons for such.

NOTE

A decision may be deferred to:-

1. Receive further documentation referred to in the meeting
 2. Enable a site visit to take place
 3. Invite the Applicant or his representative to appear if they had not done so at the meeting (only once)
- No further debate may be heard on further documentation or at a site visit
 - Adjournments should generally be granted if to refuse would deny applicant a fair hearing.

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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.
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* '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)



Agenda Item 6

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	Nicky Davison	
E-mail address	nicky.davison@north-norfolk.gov.uk	
Telephone number	01263 516291	
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:	M3 Database WK/220009286
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**Application for a variation to Premises Licence - Voewood, Cromer Road,
High Kelling, Norfolk, NR25 6QS**

- 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 – Chairman
Licensing Committee

Ward(s) affected: High Kelling

Contact Officer, telephone
number, and e-mail:

Nicky Davison

01263 516291

nicky.davison@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 Simon Finch Rare Books Limited has made an application for a Premises Licence variation. The application can be seen in **Appendix A** and the floor plan of the Cellar Bar in **Appendix B**.

2.2 The Premises are used as a wedding venue where ceremonies and receptions take place. When 'Voewood' is booked for weddings, the house and premises is hired by the client exclusively with accommodation for up to 42 people. The premises currently has the benefit of a premises licence and can be seen in **Appendix C**.

2.3 The applicant seeks permission to extend the licensable area to include the 'Cellar Bar'. All licensable activities and timings under the current premises licence are to remain the same. The variation application seeks to operate, from the Cellar Bar only, as follows:

Licensable activity	Days	Times
Opening Hours	Monday to Sunday	08:00 - 02:00
Live Music	Monday to Sunday	10:00 - 02:00
Recorded Music	Monday to Sunday	10:00 - 02:00
Sale of Alcohol On Premises	Monday to Sunday	10:00 – 02:00

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 current premises licence **Appendix C**, is subject to a number of conditions consistent with the operating schedule:

- a. LIPN01 The Licensee/Designated Premises Supervisor shall ensure that no nuisance is caused by noise emanating from the premises or by vibration transmitted through the structure of the premises.
- b. LIPN02 The premises shall be arranged to minimise the risk of noise nuisance to nearby properties.
- c. LIPN04 Noise emanating from the premises as a result of regulated entertainment shall not exceed 35 dBA as measured 1 metre from any residential dwelling.
- d. 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.
- e. LIPN20 The Designated Premises Supervisor or a nominated representative shall have full control at all times over the sound amplification equipment to the main stage. The volume shall be adjusted according to the requirements of the Licensing Authority / Responsible Authority.
- f. LIPN22 A designated premises supervisor or nominated representative shall ensure that no nuisance is caused by noise emanating from the premises by implementing a Self Policing Policy which shall include sound checks inside and out.

3.3 The additional following conditions will be attached which are consistent with the operating schedule in this variation application:

- a. A staff member of Voewood on site from 20:00 hours until close, when weddings/events are taking place.
- b. No children are permitted in the Cellar Bar.

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 D**:

Responsible Authority	Comments	Date
Trading Standards	Nil response	
Fire Service	Nil response	
Home Office (Immigration Enforcement)	Nil response	
EH - Environmental Protection	No objection and recommended additional condition to prevent public nuisance: PN10 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.	13/09/2022
EH -Licensing	No objection to this variation to include the cellar bar into the licensable area, as long as steps included in the operating schedule are adhered to and all licence conditions imposed on the premises licence currently in force.	12/09/2022
E.H - Commercial	Nil response	
Norfolk Safeguarding Childrens Board	Nil response	

Responsible Authority	Comments	Date
Planning	Nil response	
Primary Care Trust, N C C	Nil response	
Norfolk Constabulary - Licensing Team	No objections	26/08/2022
Parish Council	Objections on public nuisance grounds	08/09/2022

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. However, most of the correspondence relates to the activities taking place at the premises as a whole rather than just the cellar bar, to which this application relates. Copies of all the correspondence is attached for information. The predominant relevant issue raised has been that of public nuisance. See the table below and **Appendix D**

Representations from Other Persons

Name	Representation	Date
Objection 1	Public Nuisance	08/09/2022
Objection 2	Public Nuisance	12/09/2022
Objection 3	Public Nuisance	07/09/2022
Objection 4	Public Nuisance	13/09/2022
Objection 5	Public Nuisance	01/09/2022
Objection 6	Public Nuisance	09/09/2022
Objection 7	Public Nuisance	11/09/2022
Objection 8	Public Nuisance	07/09/2022
Objection 9	Public Nuisance	30/08/2022
Objection 10	Public Nuisance	07/09/2022
Objection 11	Public Nuisance	09/09/2022
Objection 12	Unsubstantiated	09/09/2022
Objection 13	Public Nuisance	31/08/2022
Objection 14	Public Nuisance – objection withdrawn 26/09/22	02/09/2022
Objection 15	Public Nuisance	09/09/2022
Objection 16	Public Nuisance	09/09/2022
Objection 17	Public Nuisance	07/09/2022
Objection 18	Public Nuisance	01/09/2022
Objection 19	Public Nuisance	02/09/2022
Support 1	Support	12/09/2022

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 18th August 2022 and a Notice should have been displayed on the premises until 13th September 2022.

7. Plans

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

8. North Norfolk District Council Licensing Policy

- 8.1 The current Statement of Licensing Policy was approved by Council on 18 December 2015 and became effective on 7 January 2016 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 the control of 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 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:

- planning and environmental health controls

- ongoing measures to create a safe and clean environment in these areas in partnership with local businesses, transport operators and other Council Departments
- designation of 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.

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.

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 Health and Pollution Enforcement Officers before preparing their plans and Schedules.

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 Conditions attached to licences or certificates will be tailored to the individual style and characteristics of the particular premises and events concerned.

10.2 However, where considered appropriate, and necessary for the promotion of the Licensing Objectives, the Council will consider attaching Conditions drawn from the relevant Model Pools of Conditions and from any published Local Pool of Conditions

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

9.1 The current Guidance was issued by the Home Office in April 2017 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.

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)

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.

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, representations, and determine this variation 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.

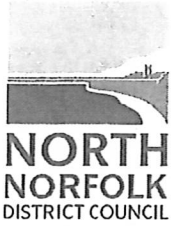
Appendices:

- A. Copy of the Variation Application
- B. Floor Plan of Cellar Bar
- C. Current Premises Licence
- D. Letters/emails of objection or support from Responsible Authorities/ 'Other Persons'
- E. Location of Cellar Bar

Background Papers:

1. The Licensing Act 2003
2. North Norfolk District Council Statement of Licensing Policy (approved 18 December 2015)

3. Guidance issued under section 182 of the Licensing Act 2003 (April 2017)



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

NORTH NORFOLK D.C.
 - 7 SEP 2022
 POSTAL SERVICES

Reference number

(office use only)

Schedule 4

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 SIMON PINCHER RANE Books LTD being the premises
 (Insert name(s) of applicant)
 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/000010827

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description	
VOEWOOD CROMER ROAD HIGH WELING	
Post town	Post code
HOVE	NR25 6QS
Telephone number of Premises	
01263 713802	

Non-domestic rateable value of premises

£ 9,000

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

Part 2 – Applicant Details

Daytime contact Telephone number (if any) 01263 713802	
E-mail address (optional)	
Current postal address if different from premises address	
Post town	Post code

Part 3 – Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible? Yes No

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?
(See guidance note 1)

Yes No

Please describe briefly the nature of the proposed variation?

(Please read guidance note 2)

Application to vary the licensable area to include the cellar bar only. All other licensing activities and hours will remain the same for the rest of the site

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.

--

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 see 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**)...

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

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

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

Box D Boxing or wrestling entertainment Standard days and timings Please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick ✓ (Please read guidance note 4)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			<u>Please give further details here</u> (read guidance note 5)		
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (read guidance note 6)		
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					

Box E Live music Standard days and timings (Please read guidance note 8)			Will the performance of live music take place indoors or outdoors or both – please tick ✓ (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 (read guidance note 5)</u> Full COLUM BAR ONLY		
Mon	10.00	02.00			
Tue	10.00	02.00			
Wed	10.00	02.00			
			<u>State any seasonal variations for the performance of live music (read guidance note 6)</u>		
Thur	10.00	02.00	<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 (please read guidance note 7)</u>		
Fri	10.00	02.00			
Sat	10.00	02.00			
Sun	10.00	02.00			

Box F Recorded music Standard days and timings (Please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick ✓ (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> (read guidance note 5) FOR COUNCIL BAN ONLY		
Mon	10.00	02.00			
Tue	10.00	02.00			
Wed	10.00	02.00			
Thur	10.00	02.00			
Fri	10.00	02.00			
			<u>State any seasonal variations for playing recorded music</u> (read guidance note 6)		
Sat	10.00	02.00	<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)		
Sun	10.00	02.00			

Box G Performance of dance Standard days and timings (Please read guidance note 8)			Will the performance of dance take place indoors or outdoors or both – please tick ✓ (Please read guidance note 4)		Indoors	
					Outdoors	
Day	Start	Finish			Both	
Mon			<u>Please give further details here (read guidance note 5)</u>			
Tue						
			<u>State any seasonal variations for performance of dance (read guidance note 6)</u>			
Wed						
Thur			<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 (please read guidance note 7)</u>			
Fri						
Sat						
Sun						

Box 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	Will this entertainment take place indoors or outdoors or both – please tick ✓ (Please read guidance note 4)	Indoors	
Mon				Outdoors	
				Both	
			<u>Please give further details here (read guidance note 5)</u>		
Tue					
Wed					
			<u>State any seasonal variations for entertainment of a similar description to that falling within e, f or g (read guidance note 6)</u>		
Thur					
Fri			<u>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 7)</u>		
Sat					
Sun					

Box 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					
					Outdoors					
					Both					
Day	Start	Finish	<u>Please give further details here</u> (read guidance note 5)							
Mon										
Tue										
Wed							<u>State any seasonal variations for the provision of late night refreshment</u> (read guidance note 6)			
Thur										
Fri										
Sat							<u>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</u> (please read guidance note 7)			
Sun										

Box J Supply of alcohol Standard days and timings (Please read guidance note 8)			Will the sale of alcohol be for consumption – please tick <input checked="" type="checkbox"/> (Please read guidance note 9)		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 6) FOR CELEBRATION BAR ONLY		
Mon	10.00	02.00			
Tue	10.00	02.00			
Wed	10.00	02.00			
Thur	10.00	02.00			
Fri	10.00	02.00			
Sat	10.00	02.00			
Sun	10.00	02.00			
			<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> (read guidance note 7)		

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 10)

Box L Hours premises are open to the public Standard days and timings (Please read guidance note 8)			State any seasonal variation (read guidance note 6)
Day	Start	Finish	
Mon	08.00	02.00	
Tue	08.00	02.00	
Wed	08.00	02.00	
Thur	08.00	02.00	<u>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 7).</u> WHEN USEWOOD IS BOOKED FOR WEDDINGS THE HALL IS HIRED BY THE CLIENTS EXCLUSIVELY WITH ACCOMMODATION FOR UP TO 42 PEOPLE
Fri	08.00	02.00	
Sat	08.00	02.00	
Sun	08.00	02.00	

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

Please tick as appropriate

I have enclosed the premises licence.....

I have enclosed the relevant part of the premises licence

If you have not ticked one of the above boxes please fill in the 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

M Please describe any additional steps that 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)

DESIGNATED PREMISE SUPERVISOR NOMINATED, PERSONAL LICENCE HOLDER ON SITE, OUTSIDE BAR COMPANIES USED FOR THE PROVISION OF ALCOHOL. VEDWOOD STAFF MEMBER ON SITE DURING THE EVENINGS FROM 8.00 UNTIL CLOSE WHEN WEDDINGS / EVENTS ARE TAKING PLACE

b) The prevention of crime and disorder

MEMBER OF VEDWOOD STAFF ON SITE FROM 8.00 UNTIL CLOSE WHEN WEDDINGS / ARE TAKING PLACE
EVENTS

c) Public safety

ANNUAL FIRE ALARM CHECKS PLUS WEEKLY IN HOUSE CHECK OF ALARM AND MONTHLY CHECKS OF EMERGENCY LIGHTING. PAT TESTING CARRIED OUT ACCORDING TO REGULATIONS AND ALL OUTSIDE EQUIPMENT CHECKED. EMPLOYERS & PUBLIC LIABILITY INSURANCE. SMOKING AREAS DESIGNATED. ANNUAL GAS SAFETY CHECK. FIRE EXTINGUISHERS CHECKED ANNUALLY.

d) The prevention of public nuisance

REGULAR SOUND CHECKS INSIDE AND OUT CARRIED OUT BY VEDWOOD STAFF MEMBER WHEN WEDDINGS / EVENTS ARE TAKING PLACE. PEOPLE JOINING VEDWOOD ARE AWARE OF NOISE RESTRICTIONS,

e) The protection of children from harm

REGISTERED CHILD MINDERS ARE EMPLOYED AT VEDWOOD REGULARLY. A LOT OF WEDDINGS ARE ADULT ONLY. NO CHILDREN IN THE CELLAR BAR.

CHECKLIST

Please tick to indicate agreement

- 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. (See guidance note 13) If signing on behalf of the applicant please state in what capacity.

Signature *[Handwritten Signature]*

Date *12/08/2022*

Capacity..... *DIRECTOR / DESIGNATED PREMISES SUPERVISOR*

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

Signature

Date

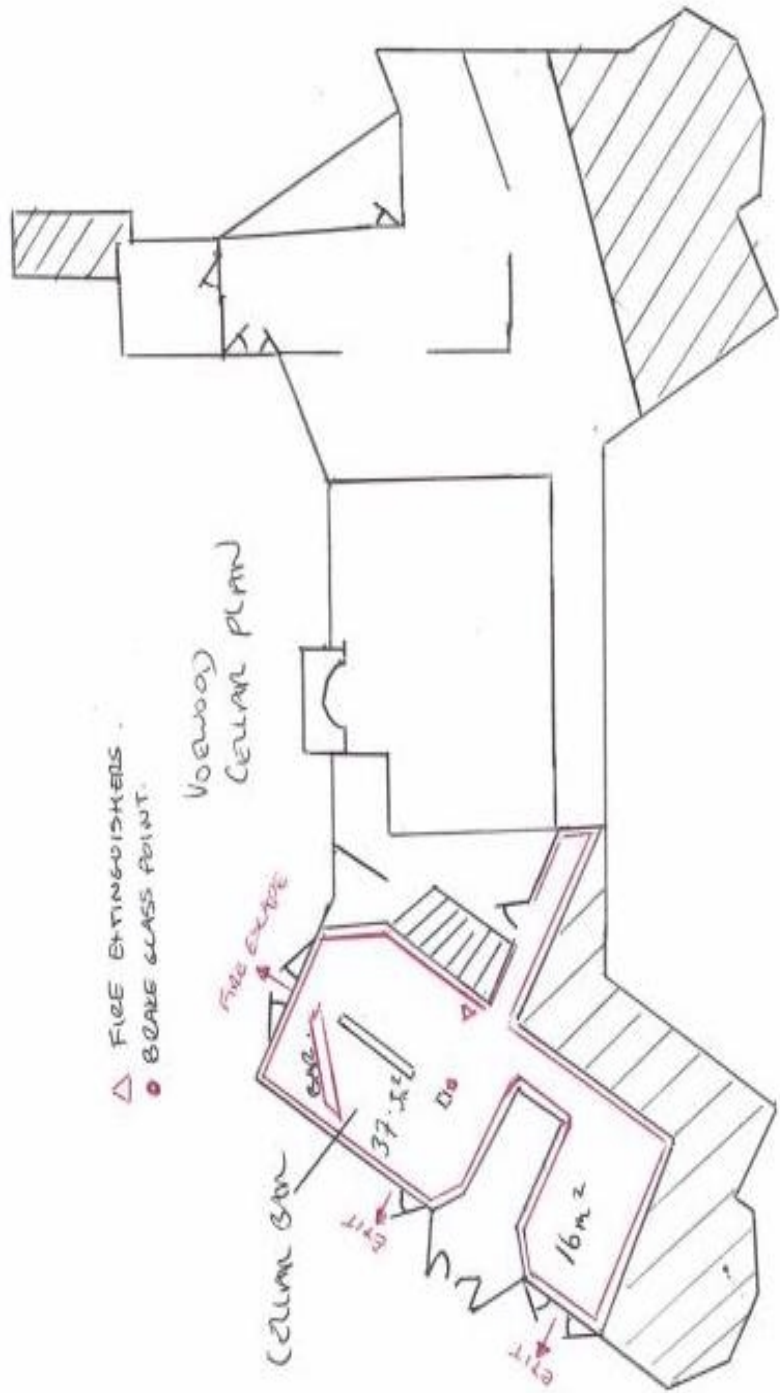
Capacity

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

Post Town:	Postcode:
------------	-----------

Daytime contact telephone number

E-mail address (optional)



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Our ref: TDLIPC06/WK/140005635

2nd June 2015

Mr Simon Finch Rare Books Ltd
Voewood
Cromer Road
High Kelling
Norfolk
NR25 6QS

Dear [REDACTED],

Re: Premises Licence for Voewood, Cromer Road, High Kelling, Norfolk, NR25 6QS

I have pleasure in enclosing your new premises licence. It is made up of two documents:

- **Premises Licence** – to be kept available at the premises and shown to an authorised officer;
- **Licence Certificate and Licence Summary** – to be clearly displayed on the premises;

These individual documents form your full premises licence and remain the property of the District Council. The Premises Licence should be kept in a secure location at the licensed premises.

It is important that the Premises Licence Holder informs the Designated Premises Supervisor and any persons authorised by the Designated Premises Supervisor of the location of these documents.

These original documents are required to be returned when seeking any variation, transfer or surrender of the premises licence. Any loss or damage to any of these documents must be reported to this Licensing Authority as soon as possible.

Please state the following reference when contacting this office regarding this Premises Licence LN/000010827.

Should you have any queries about your licence please do not hesitate to contact the Licensing Team on the above number.

Yours sincerely,

On Behalf of the Public Protection Team
Tel 01263 516189
Email Public.Protection@north-norfolk.gov.uk

Enc

ORIGINAL

Premises Licence



LICENSING ACT 2003

The **North Norfolk District Council**, being the Licensing Authority under the provision of Part 3 of the above Act, hereby grant licence to:

Simon Finch Rare Books Ltd

to use the premises known as

**Voewood
Cromer Road
High Kelling
Norfolk
NR25 6QS**

for the purpose of:

**Plays
Films
Live Music
Recorded Music
Performance of Dance
Entertainment Similar to E/F/G
Late Night Refreshment
Sale of Alcohol On Premises**

Licence No: **LN/000010827**

Start Date: **15th June 2015**

Gemma Faircloth
Public Protection Manager
Acting under delegated Authority

Worksheet: WK/140005635
Issue: 2nd June 2015

ORIGINAL

LICENSING ACT 2003 PREMISES LICENCE SUMMARY

Premises Licence Number

LN/000010827

Premises details

Postal address of premises, or if none, ordnance survey map reference or description

Voewood
Cromer Road
High Kelling
Norfolk
NR25 6QS

Telephone number

01263 713029

Where the licence is time limited the dates

Licensable activities authorised by the licence

		Indoors	Outdoors
EA	Plays	✓	✓
EB	Films	✓	✓
EE	Live Music	✓	✓
EF	Recorded Music	✓	✓
EG	Performance of Dance	✓	✓
EH	Entertainment Similar to E/F/G	✓	✓
LR	Late Night Refreshment	✓	✓
RA	Sale of Alcohol On Premises		

The opening hours of the premises

<i>Day of Week Open</i>	<i>Open From</i>	<i>Open To</i>
Sunday	08:00	02:00
Monday	08:00	02:00
Tuesday	08:00	02:00
Wednesday	08:00	02:00
Thursday	08:00	02:00
Friday	08:00	02:00
Saturday	08:00	02:00

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On supplies

ORIGINAL

LICENSING ACT 2003 PREMISES LICENCE SUMMARY

The times the licence authorises the carrying out of licensable activities			
<i>Description</i>	<i>Day of Week</i>	<i>From Time</i>	<i>To Time</i>
Plays	Sunday	10:00	01:00
Films	Monday	10:00	01:00
Live Music	Tuesday	10:00	01:00
Recorded Music	Wednesday	10:00	01:00
Performance of Dance	Thursday	10:00	01:00
	Friday	10:00	01:00
	Saturday	10:00	01:00
Entertainment Similar to E/F/G	Sunday	10:00	01:00
	Monday	10:00	01:00
	Tuesday	10:00	01:00
	Wednesday	10:00	01:00
	Thursday	10:00	01:00
	Friday	10:00	01:00
	Saturday	10:00	01:00
Late Night Refreshment	Sunday	23:00	02:00
	Monday	23:00	02:00
	Tuesday	23:00	02:00
	Wednesday	23:00	02:00
	Thursday	23:00	02:00
	Friday	23:00	02:00
	Saturday	23:00	02:00
Sale of Alcohol On Premises	Sunday	10:00	01:00
	Monday	10:00	01:00
	Tuesday	10:00	01:00
	Wednesday	10:00	01:00
	Thursday	10:00	01:00
	Friday	10:00	01:00
	Saturday	10:00	01:00

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence
 Simon Finch Rare Books Ltd
 Voewood
 Cromer Road
 High Kelling
 Norfolk, NR25 6QS
 01263 713029 simon@simonfinch.com

Registered number of holder, for example company number, charity number (where applicable)
 05606963

Name of designated premises supervisor where the premises licence authorises for the supply of alcohol
 Mr Simon Timothy Keith Finch

State whether access to the premises by children is restricted or prohibited
 Not applicable

ORIGINAL



LICENSING ACT 2003 PREMISES LICENCE

Premises Licence Number
Start Date

LN/000010827
15th June 2015

Part 1 - Premises details

Postal address of premises, or if none, ordnance survey map reference or description
Voewood Cromer Road High Kelling Norfolk NR25 6QS
Telephone number
01263 713029

Where the licence is time limited the dates

Licensable activities authorised by the licence	Indoors	Outdoors
EA Plays	✓	✓
EB Films	✓	✓
EE Live Music	✓	✓
EF Recorded Music	✓	✓
EG Performance of Dance	✓	✓
EH Entertainment Similar to E/F/G	✓	✓
LR Late Night Refreshment	✓	✓
RA Sale of Alcohol On Premises		

The opening hours of the premises		
<i>Day of Week Open</i>	<i>Open From</i>	<i>Open To</i>
Sunday	08:00	02:00
Monday	08:00	02:00
Tuesday	08:00	02:00
Wednesday	08:00	02:00
Thursday	08:00	02:00
Friday	08:00	02:00
Saturday	08:00	02:00

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies
On supplies

The times the licence authorises the carrying out of licensable activities			
<i>Description</i>	<i>Day of Week</i>	<i>From Time</i>	<i>To Time</i>
Plays	Sunday	10:00	01:00
Films	Monday	10:00	01:00
Live Music	Tuesday	10:00	01:00
Recorded Music	Wednesday	10:00	01:00
Performance of Dance	Thursday	10:00	01:00
	Friday	10:00	01:00
	Saturday	10:00	01:00
Entertainment Similar to E/F/G	Sunday	10:00	01:00
	Monday	10:00	01:00
	Tuesday	10:00	01:00
	Wednesday	10:00	01:00
	Thursday	10:00	01:00
	Friday	10:00	01:00
	Saturday	10:00	01:00
Late Night Refreshment	Sunday	23:00	02:00
	Monday	23:00	02:00
	Tuesday	23:00	02:00
	Wednesday	23:00	02:00
	Thursday	23:00	02:00
	Friday	23:00	02:00
	Saturday	23:00	02:00
Sale of Alcohol On Premises	Sunday	10:00	01:00
	Monday	10:00	01:00
	Tuesday	10:00	01:00
	Wednesday	10:00	01:00
	Thursday	10:00	01:00
	Friday	10:00	01:00
	Saturday	10:00	01:00

Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

Simon Finch Rare Books Ltd
Voewood
Cromer Road
High Kelling
Norfolk
NR25 6QS
01263 713029
simon@simonfinch.com

Registered number of holder, for example company number, charity number (where applicable)

05606963

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

Mr Simon Timothy Keith Finch

██████████
██████████████████
██████████████
██████
██████████

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

Licence No: LN/000010824
Issuing Authority: North Norfolk District Council

Annex 1 – Mandatory Conditions

- 1 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.
- 2 LIP002 Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
- 3 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.
- 4 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.
- 5 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).
- 6 LIP007 Where a premises licence or club premises certificate authorises the sale of alcohol for consumption on the premises then the Premises Licence Holder, the Designated Premises Supervisor and any other responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

- 7 LIP008 The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 8 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.
- 9 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.
- 10 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.

Annex 2 – Conditions Consistent with the Operating Schedule

- 11 LIPN01 The Licensee/Designated Premises Supervisor shall ensure that no nuisance is caused by noise emanating from the premises or by vibration transmitted through the structure of the premises.
- 12 LIPN02 The premises shall be arranged to minimise the risk of noise nuisance to nearby properties.
- 13 LIPN04 Noise emanating from the premises as a result of regulated entertainment shall not exceed 35 dBA as measured 1 metre from any residential dwelling.
- 14 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.
- 15 LIPN20 The Designated Premises Supervisor or a nominated representative shall have full control at all times over the sound amplification equipment to the main stage. The volume shall be adjusted according to the requirements of the Licensing Authority / Responsible Authority.
- 16 LIPN22 A designated premises supervisor or nominated representative shall ensure that no nuisance is caused by noise emanating from the premises by implementing a Self Policing Policy which shall include sound checks inside and out.

Annex 3 – Conditions Attached after a Hearing by the Licensing Authority

Not applicable.

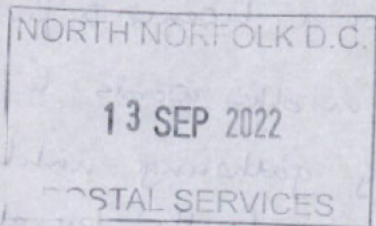
ORIGINAL

Annex 4 – Plans





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10th September 2022

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

Dear Sirs,

Re: APPLICATION FOR VARIATION OF
PREMISES LICENCE

Having been a resident of High Kelling for many years, & in particular Bridge Road & Warren Road, it has become apparent that a one time quiet area, is fast becoming spoilt by traffic and ~~noise~~ music pollution.

It has been brought to local notice that
VOEWOOD has applied for a licence to further
add to noise pollution, in other words to have
permission to hold noisy gatherings until
two o'clock in the morning, fuelled by alcohol.

Both I and other residents have objected in person
to late night music disturbing our sleep &
have met with sympathy but no attempt to control
levels of noisy music.

I strongly object to a licence for late night
revelling in such a blatant way

Yours faithfully

[Redacted signature]

[Redacted address]

From: [REDACTED]
To: [Licensing](#)
Subject: Objection to variation application WK/220009286 (Voewood)
Date: 01 September 2022 12:45:12

[REDACTED]

I am writing to object to the variation application to allow live music and the sale of alcohol at Voewood until 2am on every day of the week, including Saturday and Sunday.

We live in Warren Road and have over this past summer been disturbed at night by events at Voewood. We assume this has been because events have either been held in the garden or indoors with the windows wide open. Whilst Voewood has extensive grounds it is not a very large estate and is sufficiently close to residential areas for the noise to carry at some volume, especially thumping dance music. We live about half way along Warren Road so our neighbours closer to Voewood must experience an even greater level of disturbance.

Events such as literary festivals and weddings do not need to run until 2am. And I note that the application is very vague about the nature of any future events and very sweeping in the changes it seeks. Voewood could effectively run outdoor events involving the sale of alcohol and loud music every night of the week until 2am if it so desired under the revised provisions it is seeking.

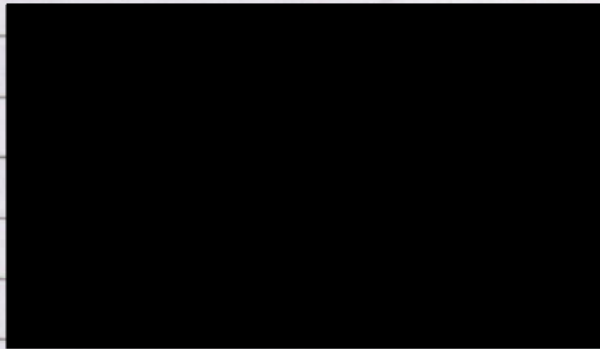
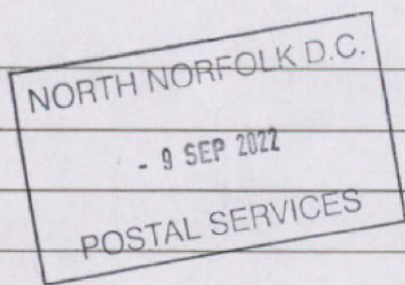
The request for the extension should be considered against the existing level of public nuisance for residents and the inevitable increase in the nuisance that will arise from events that run even later than now. The application, if successful, would allow live music events to be held in the garden until 2am, when the weather permits. Sound carries furthest on warm summer evenings when such events are most likely to be held. And many of our neighbours are elderly and anxious about the prospect of more noise.

And whilst it may not be grounds for an objection, the applicant has not shown themselves to be a good neighbour by engaging with residents about either the current situation or this application. This adds to the concern about the request for such a sweeping extension.

Thank you

[REDACTED]

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07/09/2022

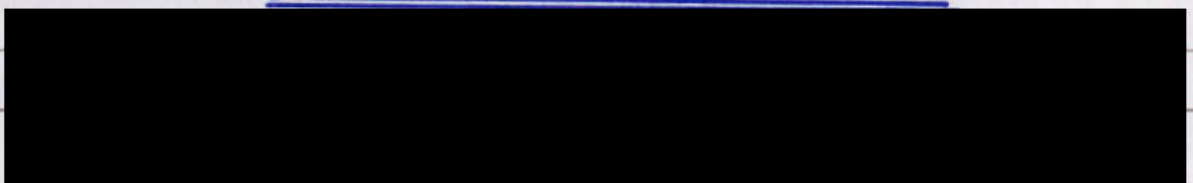
Re Application to vary the premises Licence at Voewood.

Dear Sir. I would like to object to the above proposal / application.

On many occasions the level of disco music coming from Voewood has resulted in me being unable to sleep. I live in a quiet residential area where mainly retired residents live.

The noise from Voewood at the moment constitutes a clear public nuisance and to extend the hours of business would make the situation worse.

I therefore want the application rejected on the ground of PUBLIC NUISANCE.



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From: [REDACTED]
To: [Licensing](#)
Subject: WK/220009286 VOEWOOD - OBJECTION
Date: 11 September 2022 13:47:45

[REDACTED]

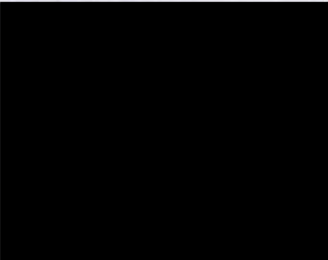
Dear Sir/Madam,

My wife and I OBJECT to the proposal to extend the playing of live and recorded music from 1.00 am to 2.00 am. We live in High Kelling and when the wind is in our direction (which given that we are to the east of Voewood is frequently) our sleep has often been disturbed by the playing of music at weddings at Voewood. If anything we would prefer that the times of playing of music be reduced to Midnight. Given that the population of High Kelling is mostly elderly people who are likely to retire early, we believe that the playing of loud music beyond Midnight at Voewood is a PUBLIC NUISANCE and we object to the current application on this ground.

Yours faithfully,

[REDACTED]

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NORTH NORFOLK D.C.
- 7 SEP 2022
POSTAL SERVICES

6th September 2022

I wish to register our objections to the proposed variation of the current licence Voewood has on the grounds that an extension until 2am for the playing of live or recorded music will seriously increase the probability of an unnecessary public nuisance.

On two occasions I have called Voewood because of excessively loud music that could be heard at my home.

On each occasion I was only able to leave an answerphone message which was incredibly frustrating. The following day on each occasion I received a telephone call from staff at Voewood denying responsibility for the loud music or to explain that a member of staff attends the venue late in the evening to ensure compliance with the current licence.

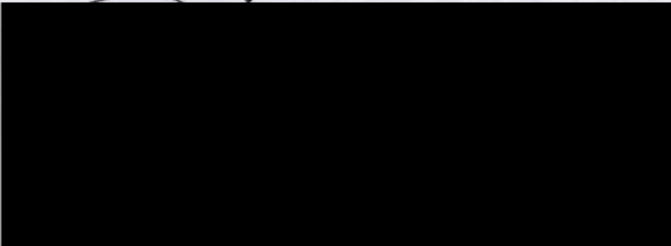
That particular member of staff attending late in the evening did call me and explained that often guest compliance was difficult and that having left the venue he was aware when parked at Bridge Road the music volume would sometimes increase.

I understand he has since left the employ of Voewood.

The carry of noise does depend on the wind direction understandably but more importantly almost adjacent to Voewood is the Kelling Hospital containing elderly patients.

Submitted for your information

Yours sincerely



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NORTH NORFOLK D.C.

21 SEP 2022

POSTAL SERVICES

17th September 2022

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

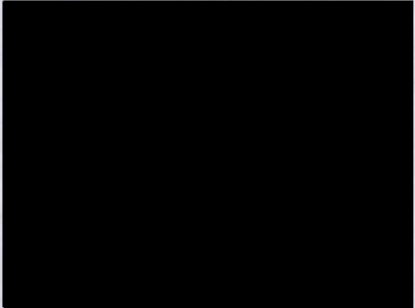
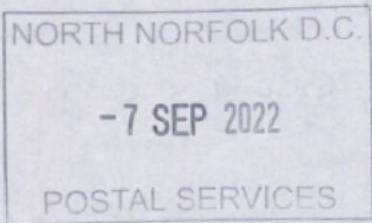
Dear Sir

Re: Objection regarding Premises Licence Application
for Voewood, Cromer Road, High Kelling.

I do not wish to withdraw my objection
to the above licence.

Yours faithfully

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5th September 2022

Licensing Section
North Norfolk District Council
Council Offices
Holt Road

CROMER NR27 9EN

APPLICATION FOR VARIATION OF PREMISES
LICENCE FOR VODEWOOD 10a.m to 2a.m

Dear Sirs,

I wish to strongly object to the above application from Mr. Simon Finch.

As follows: -

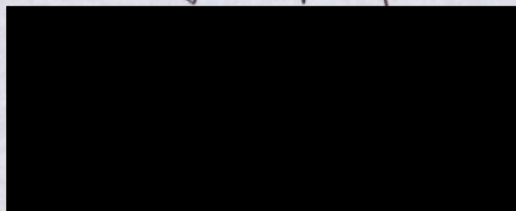
- 1) PREVENTION OF CRIME + DISORDER.
- 2) PUBLIC SAFETY
- 3) PREVENTION OF PUBLIC NUISANCE.

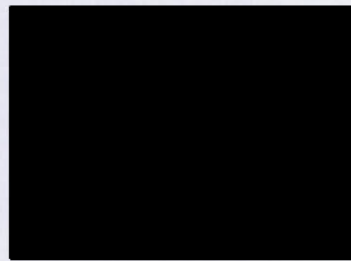
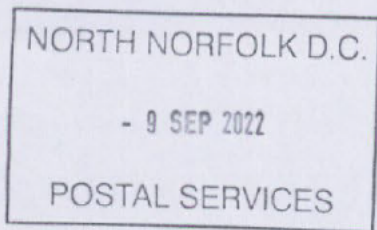
There is only a small wood between YewWood
& where I live & I have suffered from
music nuisance in the past.

I hear "BOOM, BOOM, BOOM" & it is
impossible to sleep.

I'm very disappointed that Mr Finch has no
respect for his neighbours.

Yours faithfully





6th September 2022

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

Dear Sirs

Application for Variation of Premises Licence

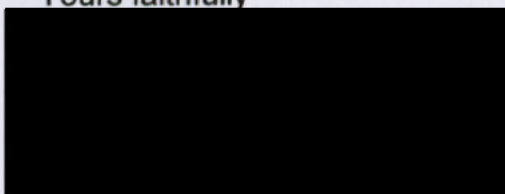
Voewood, Cromer Road, High Kelling, Holt, NR25 6QS

LIPC09 PREMISES NEW VARIATION TO STAT AUTH WK 220009286 17 08 2022 12 00 09 177703

I wish to register an objection to the above Application for Licence Extension on the following grounds:

1. Prevention of Public Nuisance – Prior to the Covid lockdown, evening events were held at Voewood and music both live and recorded could be heard clearly at our home, address above. The bass register is far more penetrating than the higher frequencies and as a result are audible as a thudding even with the windows closed. We and others on our road have on several occasions had to resort to telephoning Voewood around midnight asking them to turn down the volume. This constitutes a public nuisance as it disturbs peoples' ability to sleep and should not be audible at that time of night. Furthermore, I note that in the Summer, Boxes E and F of the Application Form indicate that both live music and/or recorded music would be permitted to be played outside in the gardens or in a marquis up to 2 am.
2. Public Safety – Extending the hours means more alcoholic consumption and a higher risk of accidents, both pedestrian and vehicular.
3. Reducing the Risk of Crime and Disorder – Some people demonstrate more aggressive behaviour the more they drink. Extending the hours will present an increased risk of alcohol-inflamed conflict.
4. Harm to Children – The impact of the extended noise from loud music and the increased vocal noise level will disturb the sleep patterns of children living locally

Yours faithfully



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NORTH NORFOLK D
- 9 SEP 2022
POSTAL SERVICE

6/9/2022

I object to the application re
Vosewood New licence from the
Hours of 10^{AM} - 2^{AM} Monday TO
Sundays

1) Prevention of Crime and Disorder
Public Safety
Prevention of public Nuisance.

Yours Sincerely

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[REDACTED]
To:

[REDACTED]
[Licensing](#)

Subject: Voewood :Variation of premises license LN/000010827.
Date: 31 August 2022 15:52:06

[REDACTED]

Dear Sir or Madam,
Variation Application WK/220009286

As a resident of Warren Road in High Kelling near to the Bridge Road end, my property is not too far from the boundary of Voewood House.

As the applicant states on pages 8 and 9 of the application, during the summer months the event entertainment is predominantly outside in the grounds or on the house veranda. This creates an amphitheatre effect projecting the sound towards the residential area around Warren Road and Bernard Close. Residents are more likely to be outside and have windows open at this time of year and particularly at night, despite the trees, the sound travels further.

Previously in 2017 there was significant cause to complain wrt to noise levels and frequency. Already this year, there have been minor disturbances during the day when outside; the music and compare can be heard so clearly that you feel you are at the event and also at night hearing music when in bed with the windows shut.

Whilst appreciating the actions taken by the applicant prior to the pandemic lockdown to reduce the disturbance levels in 2018/2019, I'm concerned that with the pandemic over activity at Voewood is likely to increase and hence the likelihood of further disturbance occurring. The extra hour of music/alcohol at the end of the evening will create further disturbance potential and when the music etc stops the guests, staying or not, are still creating noise outside. This could potentially be every night of the week. For the above reasons I oppose this application.

I also note that the Certificate of Public Notice didn't appear to be displayed at the property as stated until around the 22nd of August. I was aware of one on the village shop notice board prior to this. However pedestrians using the pavement past Voewood and the village store would not have been aware of it.

Yours sincerely
[REDACTED]

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29 August 2022

To: Licensing Section, North Norfolk District Council

Dear Sir/madam,

Objection to variation of premises license application submitted by Simon Finch Rare Books LTD in relation to Voewood, Cromer Road, High Kelling, Holt NR25 6QS

I write in relation to the above application and object on the basis of prevention of a public nuisance and public safety.

My wife and I live on Warren Road High Kelling which runs perpendicular to the rear of Voewood. On a regular basis throughout the Summer (much less so in the Winter) we hear music and noise from the property, sometimes in the afternoon but quite regularly in the evenings until c11pm. This is of varying loudness but at times it is quite noisy. This is a particular issue because the shape of the rear of the house acts like an amphitheatre and amplifies the noise which then travels down Warren Road and the surrounding area. Our property is 260 yards from Voewood but other houses are considerably closer. My objection is that if the licensing hours extended until 2am, it is highly likely that the consumption of alcohol will increase and the noise is likely to increase with it, hence creating a public nuisance at unsociable hours of the day. I have no issue with noise until 11pm, but beyond this it will become a nuisance when I and my fellow neighbours are trying to sleep. We have double glazing but when it is hot in the evening in the Summer I would much prefer to sleep with the windows open.

I have no objection to music and alcohol until 11am as I said, and have attended 2 weddings at Voewood in the past where the licensing hours did not in any way seem to impinge on the enjoyment of guests. Consequently, I cannot see why the extension of hours would achieve, when weighed against the interest of the local residents and their entitlement to quiet enjoyment in their own homes at night.

I also have a slight concern about public safety; whilst I am aware Voewood can sleep 30-40 people, guest numbers are frequently significantly greater than this. The extension of the alcohol license to 2am will inevitably mean those leaving the property at 2am will have had considerably more to drink when negotiating the A148 which has poor street lighting.

Yours faithfully

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NORTH NORFOLK D.C.

- 0 SEP 2022

POSTAL SERVICES

07 Sept 2022

Re. Application to vary the
premisses Licence at Voewood

Dear Sir,

I would like to
object to the above
proposal/application.

On many occasions the
music coming from Voewood
has resulted in me being
unable to sleep.

I live in a quiet area
where many retired people live

The noise from Voewood at the moment is a clear public nuisance and to extend the hours of business would make the situation worse

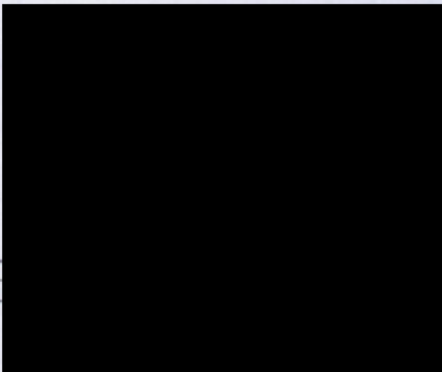
I have lived in the village in different parts for the last 22 yrs and there has all way been concerns.

I therefore want the application rejected on the ground of

Public Nuisance

LICENSING SECTION
NNDC COUNCIL OFFICES
HOLT ROAD
CROMER
NR27 9EN

NORTH NORFOLK DISTRICT COUNCIL
- 9 SEP 2022
POSTAL SERVICES



7 SEPTEMBER 2022

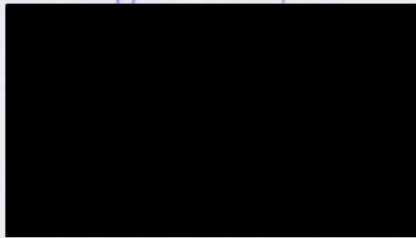
Dear Sir

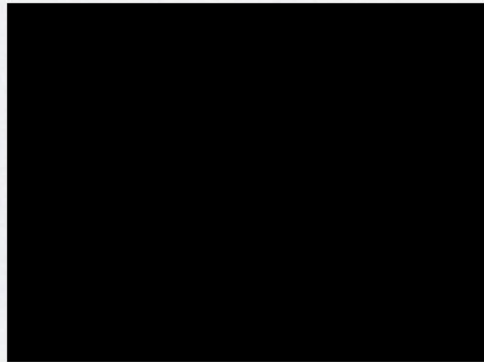
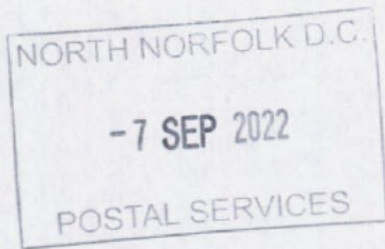
RE LICENSING APPLICATION FOR VOEWOOD
10 AM TO 2 AM

We are writing to object to the request for the extension of recorded and live music being played until 2am. This is a quiet village with many retired people living here; we have resided here for 19 years and the peace and quiet is what makes it perfect. Therefore we object under the prevention of public nuisance as the noise from Voewood already travels and disturbs us, so to have an extension will affect us even more. There are no barriers to stop the noise travelling to us. Also who is going to monitor the sound levels at that

time of the morning! On a warm evening people will spill outside and with the consumption of alcohol noise levels will increase with no thought for surrounding residents. We strongly object to this proposal

Yours faithfully





Licensing Section
NNDC
Holt Road
Cromer
Norfolk
NR 27 9EN

5th September 2022

Ref : Voewood License Extension

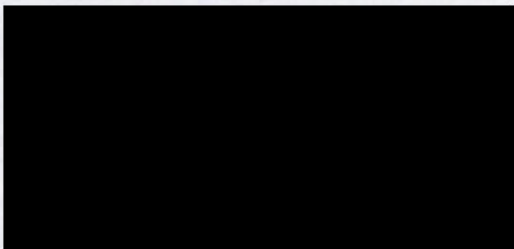
Dear Sir,

I see Voewood have applied for an extension to their Music and Licensing hours, and I wish to raise an objection to it on the grounds it will be a public nuisance.

High Kelling is a residential village and while I have no objection to the current arrangement, extending the music until 2am in the morning will be unacceptable to many residents especial those of Bridge Road, Warren Road, and Vale Road area as the noise travels widely in the quiet early hours. This will be in the summer mainly when residents have windows open to cool bedrooms. Therefore, the possibility of several months of early morning weekend music would cause an annoyance to many for the sake of a few.

Please consider your residents as the priority not the business in this case.

Yours faithfully



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From: [REDACTED]
To: [Licensing](#)
Subject: Comments on Application to vary the Premises Licence at Voewood, High Kelling: Application WK/220009286
Date: 01 September 2022 11:47:26

[REDACTED]
Public Protection Team

I am writing with regard to the application by Voewood in High Kelling to extend its licence for weddings and events involving the sale of alcohol and playing of recorded and live music to the hours of 10am to 2am, Mondays to Sundays.

I live half-way up Warren Road in High Kelling. Warren Road faces the woodland area of Voewood. We have on a number of occasions recently been kept awake until late at night/early morning by the thumping bass of music coming from Voewood events. Sound carries and Warren Road seems to be in the sound path of Voewood music from events held. A number of our neighbours have complained to Voewood, including going round to discuss the loud music whilst events are being held. It seems that music is indoors but doors and windows are opened and events spill outside and music systems are turned up to support this. This is therefore creating a public nuisance and is particularly difficult for residents living near the Voewood site. Given the way that events tend to extend outside and doors and windows are opened it seems very unlikely that a cellar bar would result in less or no noise – especially if there is also music being played elsewhere in the house. Mondays to Sundays from 10am to 2am is effectively asking for permission to play loud music every day of the week for most of the day. This seems very excessive and I would

question why a cellar bar requires a licence with these timings and seven days a week. If events were to increase in number substantially then this would create even more of a public nuisance for local residents.

I am therefore objecting to the application to vary the premises licence at Voewood due to this constituting a potential increased public nuisance for local residents.

Thank you.

Yours
[REDACTED]

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[Redacted]

To:
Subject:
Date:

[Redacted]

[Licensing](#)
Application for Extension of hours by Voewood, Cromer Road, Holt.
30 August 2022 12:26:36

[Redacted]

Reference Application WK/220009286

We would like to object to the application to extend the hours of LIVE MUSIC for events at this venue from 01:00 am until 02:00 am.

Live music has echoed across the open space to adjacent roads to where we live in the past and any extension to 02:00 am would become a real nuisance.

If the music was confined to the cellar bar only, as referred to in the application, we would not object.

[Redacted]

Sent from [Mail](#) for Windows

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From: [REDACTED]
[Licensing](#)
Subject: Application from Simon Finch. (Voewood) W/K 220009286
Date: 02 September 2022 13:02:30

[REDACTED]

Objection dated 02/09/2022

Dear Sir

I have just read this application outside our post office at High Kelling.
I must register our strong objections to this application.

1. We live in a designated A.N.O.B. Voewood is also sited within this A.N.O.B.
2. Voewood is within a few hundred meters of : A Residential Care Home, Kelling Hospital and approximately TWENTY Private dwellings.
3. Whilst in the past we have endured Disturbance (loud music and vibration) until 12 pm. To put up with this until the early hours vis 2am is just not tolerable.
4. Whilst Mr Finch declares "sound checks are made in and out by a Voewood staff member". No one in the past has carried out any such sound checks at any of the dwellings or institutions aforementioned.
5. In the past we have been awakened by rowdyism from event goers making their way past our property at night.
6. Mr Finches application is **not** exclusively inside his premises.
7. Traffic from the venue early hours should also be factored in.

Yours sincerely

[REDACTED]

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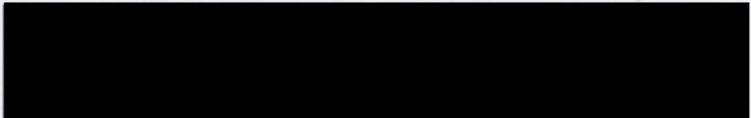
High Kelling Parish Council formally opposes the proposals to extend the licensing hours from generally ending at around 11pm rather than 1am as provided by the current licence to 2am, unless there is concrete evidence that the sound of amplified music and from attendees at the function will not cause a nuisance to nearby residents. In addition, there would need to be adequate arrangements put in place to avoid any nuisance caused by persons leaving the venue in the early hours of the morning.

Previously the sound of amplified music and revelry had been the cause for complaints, mitigated by it ceasing at 11pm.

Voewood is located in the village of High Kelling, in relatively close proximity to residences; it is a quiet location, with mostly elderly residents who generally retire to bed early.

The High Kelling Parish Council appreciates that Voewood wishes to encourage its use as a venue for events and celebrations; however, this should not be at the cost of disturbing its residential neighbours late at night and into the early hours of the morning.

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09/09/2022

Reference: Planning application No. IB/22/1965 – Licence to vary premises licence at Voewood, High Kelling.

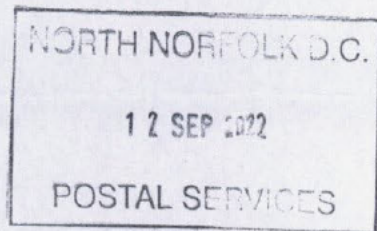
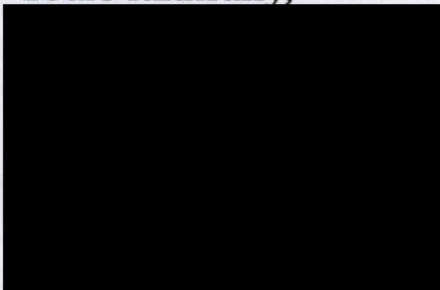
Dear Sir,

As a resident next to the venue named above, I would like to make comments in support of this application.

The extension is for the use of a soundproof cellar bar contained within the building and not outside.

The site is always monitored for noise and disorder with additional checks by foot patrol in place. In the present economic crisis it is important to support this business and safeguard the future of a listed building.

Yours faithfully,



The Licensing Section,
NNDC Council Offices,
Holt Road,
Cromer,
NR27 9EN

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From: [Brooks, Christopher](#)
To: [Licensing](#)
Cc: [Woods, Suzanne](#)
Subject: Voewood, Cromer Road, High Kelling
Date: 26 August 2022 10:31:23

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
Tuesday-Friday 08-16hrs

This e-mail carries a disclaimer

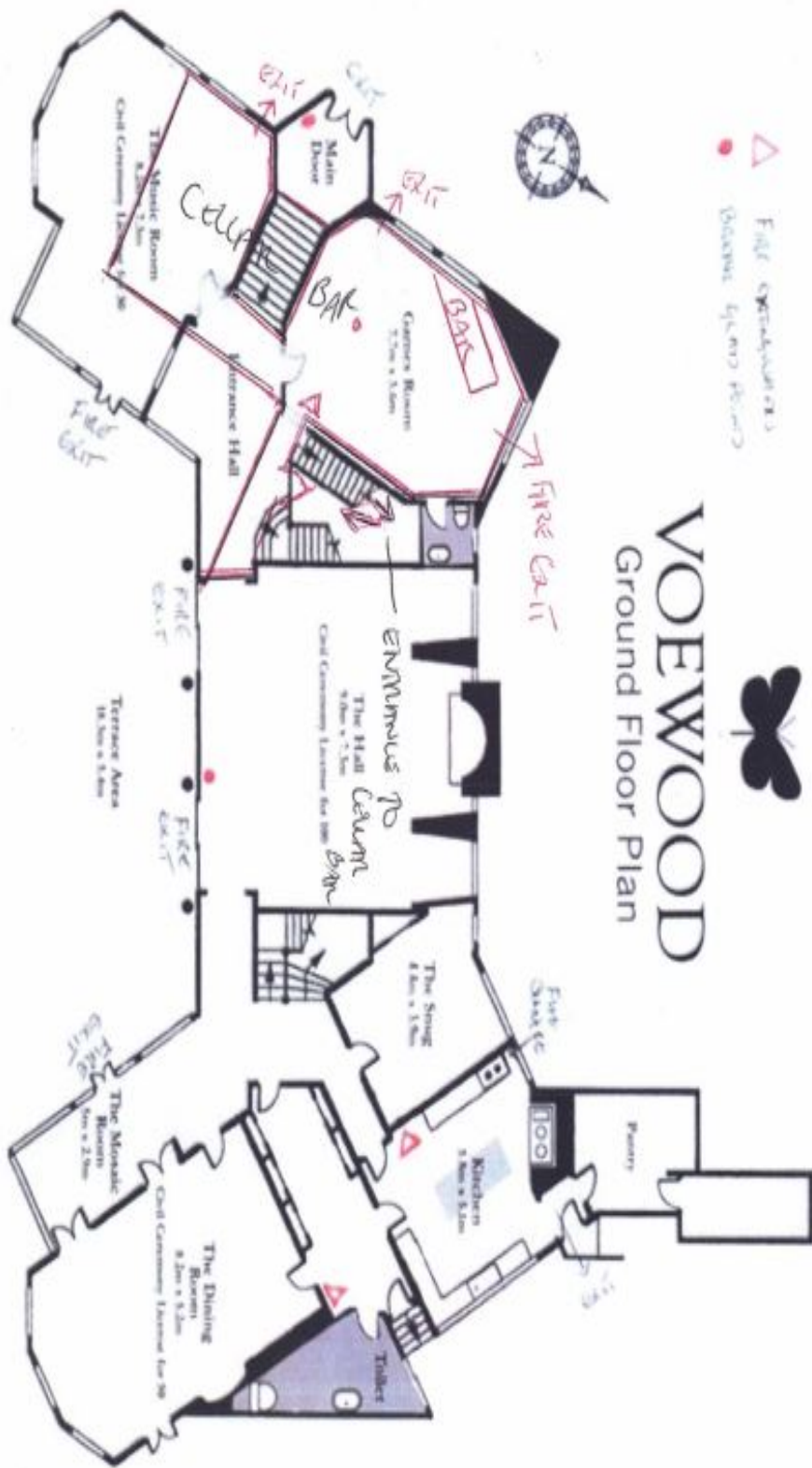
Go here to view [Norfolk Constabulary Disclaimer](#)

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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