

Bath & North East Somerset Council		
MEETING:	Licensing Sub Committee	AGENDA ITEM NUMBER
MEETING DATE:	Thursday 25 April 2019	
TITLE:	Application for a Premises Licence for Westhill Recreation Ground, Westhill Road, Westfield, Radstock BA3 3TE	
WARD:	Westfield	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Annex A Application for a new premises licence		
Annex B Site Plans		
Annex C Representation received from the Police		
Annex D Applicant's agreement to Police conditions		

1 THE ISSUE

- 1.1 An application has been submitted by Westfield Parish Council under s.17 Licensing Act 2003 in respect of a premises licence for Westhill Recreation Ground, West Hill Road, Westfield, BA3 3TE.

2 RECOMMENDATION

- 2.1 That the Sub Committee determines this application.

3 RESOURCE IMPLICATIONS

- 3.1 The costs of processing licences are covered by the fees charged. The fee for this application is £100.00.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 An Equality Impact Assessment (EqIA) has been completed. No adverse or other significant issues were found.
- 4.2 Consideration must be given to the Human Rights Act 1998 and the "convention rights".
- 4.3 The Sub Committee have been delegated authority to determine the application on behalf of the Licensing Authority in accordance with the Licensing Act 2003.

4.4 When reaching a decision, the Licensing Authority must carry out its functions with a view to promoting the four licensing objectives.

5 THE REPORT

5.1 An application has been received for a new Premises Licence (Annex A).

5.2 The application proposes the following licensable activities during an annual Fun Day:

- 1) Regulated Entertainment by way of the performance of Live Music outdoors only:

Sunday 12:00 – 16:00

- 2) Regulated Entertainment by way of the playing of Recorded Music outdoors only:

Sunday 12:00 – 16:00

- 3) Regulated Entertainment by way of the Performance of Dance outdoors only:

Sunday 12:00 – 16:00

- 4) Anything of a Similar Description to Live Music, Recorded Music or the Performance of Dance outdoors only:

Sunday 12:00 – 16:00

- 5) Hours the premises are open to the public:

The Recreation Ground is permanently open to members of the public, however the Fun Day shall take place on one Sunday in the year from 12:00 – 16:00 hours.

- 6) The following **measures** have been offered by the applicant to promote the licensing objectives:

- The event will take place on one Sunday each year.
- The Parish Council tent shall clearly advertise a Lost Children Point.
- Customers will be asked not to take alcohol available from the nearby social club out onto the field.

5.3 Site plans are attached at Annex B.

5.4 The Licensing Act 2003 (Section 4) states that it is the duty of all Licensing Authorities to carry out their functions under the Act with a view to promoting the licensing objectives. The licensing objectives are:

- a) The Prevention of Crime and Disorder;
- b) Public Safety;
- c) The Prevention of Public Nuisance; and
- d) The Protection of Children from Harm.

Each objective is of equal importance. As there are no other licensing objectives, these four are of paramount consideration at all times. When considering applications, representations or notifications, the Licensing Authority will have regard to these licensing objectives.

- 5.5 The Licensing Authority may grant the application with or without additional conditions.
- 5.6 Section 4(3)Licensing Act 2003 states that the Licensing Authority should also have regard to the Council's Licensing Policy, the Statutory Guidance issued under Section 182 of the Licensing Act 2003, and the Licensing Act itself, and in particular to:-
 - a) Paragraphs 3-6, 8-10, 13-14, 17-24, 29, 33-36, 38-41 of the 2015 policy.
 - b) Chapters 2, 8, 9 and 10 of the Statutory Guidance as revised **April 2018**.
 - c) Sections 4, 9, 10, 11, 12, 13, 16, 17, 18, 23, 182, and 183 of the Act.
- 5.7 The Licensing Authority recognises that Licensing and Planning are separate regimes. Where an application is granted by the Licensing Authority which would require planning permission this would not relieve the applicant of the need to obtain that permission. It will still be necessary for the applicant to ensure that he/she has **ALL** the necessary permissions in place to enable them to run the business within the law.
- 5.8 If the application is refused the applicant may appeal within 21 days of the notification to the Magistrates' Court. If the application is granted the person making the relevant representation may appeal within 21 days of the notification to the Magistrates' Court. On appeal the court may either dismiss the appeal, substitute the decision appealed against for any other decision which could have been made by the Licensing Authority, or remit the case to the Licensing Authority to dispose of in accordance with the direction of the court. The court may make such order for costs as it thinks fit.
- 5.9 In accordance with the requirements of the Act, copies of the application were forwarded to the Police, the Fire Authority, Environmental Health, Development Control, Trading Standards, Health Authority and the Safeguarding Children and Young Persons Team.

5.10 The applicant is required to place a notice at the premises for a period of 28 consecutive days starting the day after the application is made, and to place an advert in a local newspaper within 10 working days of submitting the application to the licensing authority.

5.11 One representation of objection has been received within the statutory period from the Police, expressing concern that the applicant's proposals are likely to undermine all four of the licensing objectives (Annex C). It suggests that the following conditions would mitigate those concerns:

- The organisers of the event to which this licence relates, will give the Police at least 2 months notification of the event taking place;
- The organisers will provide the Police with a copy of the Event Management Plan at least 2 months in advance of the event taking place;
- There will be a minimum of 2 SIA trained security on duty at the premises during the times the event is open to the public;
- Identifiable trained First Aid staff will be on duty at all times when the event is open to the public.
- There will be a minimum of 10 clearly identifiable stewards on duty at the premises during the times the event is open to the public;
- The premises will operate a Lost Child and Vulnerable Adult procedure. All staff working at the event will be made aware of this procedure.

5.12 The applicant has agreed in writing to the conditions proposed by the Police (Annex D).

5.13 This report has not been sent to the Trades Union because they would have no involvement.

6. RATIONALE

6.1 As a representation has been received, the Licensing Sub Committee must determine the application in accordance with the Licensing Act 2003.

7 OTHER OPTIONS CONSIDERED

7.1 None.

8 CONSULTATION

8.1 In accordance with the Licensing Act 2003 (Premises Licence and Club Premises Certificate) Regulations 2005, the applicant has given notice of the application to all the relevant Responsible Authorities and has advertised the application in the manner prescribed, both at the premises and within a local publication.

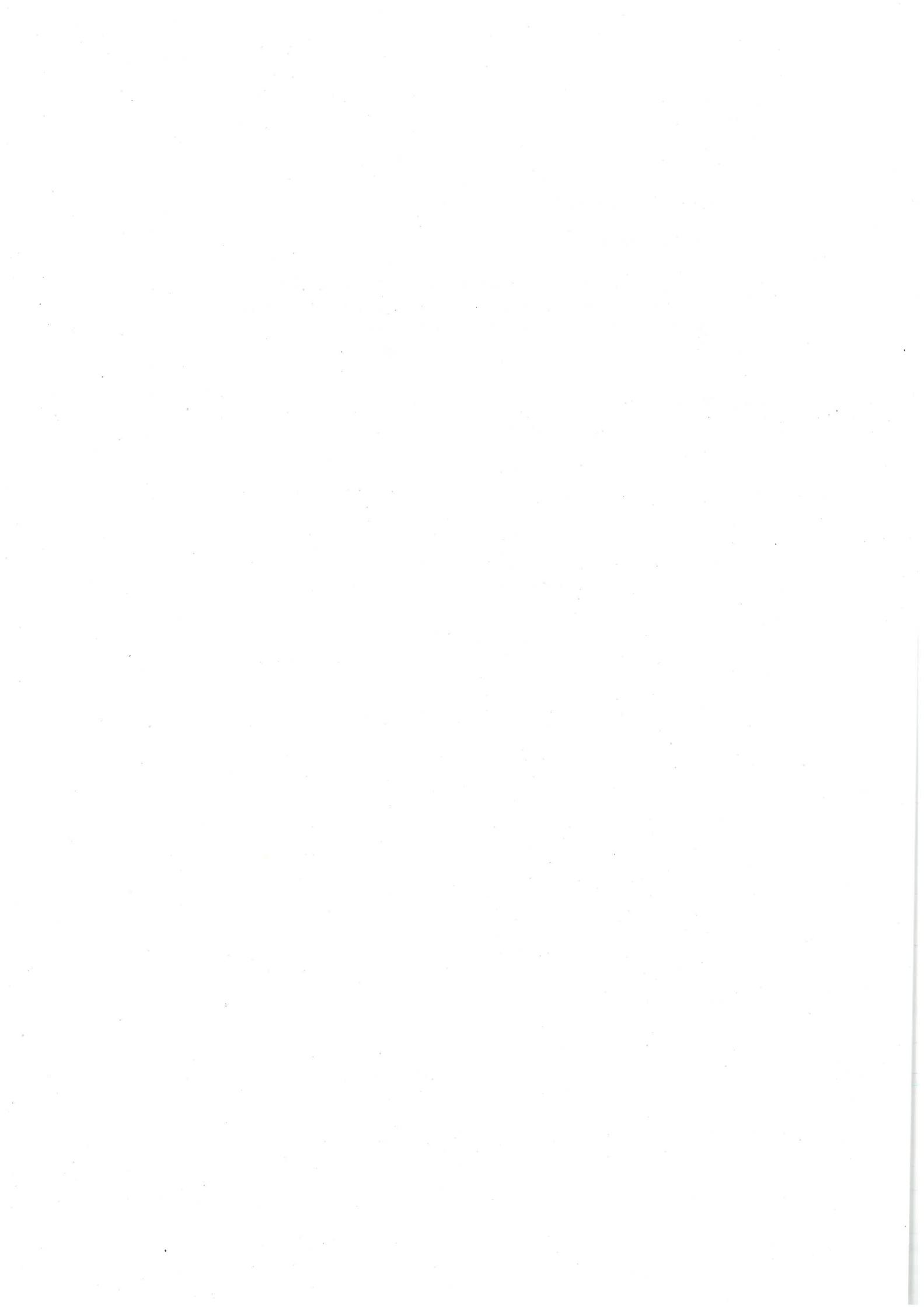
9 RISK MANAGEMENT

- 9.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

10 ADVICE SOUGHT

- 10.1 The Council's Monitoring Officer (Director – Legal & Democratic Services and Council Solicitor), section 151 Officer (Director of Finance) and Head of Building Control and Public Protection have had the opportunity to input to this report and have cleared it for publication.

Contact person	Terrill Wolyn, Senior Public Protection Officer (Licensing) 01225 396939
Background papers	Licensing Act 2003 Guidance issued under s.182 of the Licensing Act 2003 Licensing Act 2003 (Premises and Club Premises Certificates) Regulations 2005 B&NES Statement of Licensing Policy



Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We **WESTFIELD PARISH COUNCIL**

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description WESTHILL RECREATION GROUND WESTHILL ROAD WESTFIELD			
Post town	RADSTOCK	Postcode	BA3 3TE
Telephone number at premises (if any)		N/A	
Non-domestic rateable value of premises		£N/A	

Part 2 - Applicant details

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

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
- i as a limited company/limited liability partnership please complete section (B)
- ii as a partnership (other than limited liability) please complete section (B)
- iii as an unincorporated association or please complete section (B)
- iv other (for example a statutory corporation) please complete section (B)
- c) a recognised club please complete section (B)
- d) a charity please complete section (B)

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
 statutory function or
 a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over <input type="checkbox"/> Please tick yes			
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)					

Telephone number (if any) 01761 410669
E-mail address (optional) council@westfieldparishcouncil.co.uk

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
0 2	0 6	2 0 1 9

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

<p>Please give a general description of the premises (please read guidance note 1)</p> <p>Recreation ground permanently open to the public</p>
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If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

N/A

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

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)

Please tick all that apply

- | | |
|---|-------------------------------------|
| a) plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| c) indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) live music (if ticking yes, fill in box E) | <input checked="" type="checkbox"/> |
| f) recorded music (if ticking yes, fill in box F) | <input checked="" type="checkbox"/> |
| g) performances of dance (if ticking yes, fill in box G) | <input checked="" type="checkbox"/> |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | <input checked="" type="checkbox"/> |

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		<input type="checkbox"/> Please tick yes	
Nationality					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

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

Name WESTFIELD PARISH COUNCIL
Address THE OVAL OFFICE ST PETERS BUSINESS PARK COBBLERS WAY WESTFIELD BA3 3XT
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.) PARISH COUNCIL

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

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

In all cases complete boxes K, L and M

A

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

B

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

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 4)		
Mon					
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 5)		
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 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place <u>indoors or outdoors or both</u> – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4) Performances of unamplified live music in the show ring to audiences exceeding 500 people but not more than 5000.		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5) n/a		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6) n/a		
Sat					
Sun	12.00	16.00			

F

Recorded music Standard days and timings (please read guidance note 7)			<u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 4) Amplified music played during the event in between performances in the show ring. Audiences exceeding 500 people but not more than 5000.		
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 5) n/a		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 6) n/a		
Sat					
Sun	12.00	16.00			

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place <u>indoors or outdoors or both</u> – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4) Dance displays in the show ring to audiences exceeding 500 but not more than 5000.		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5) n/a		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list (please read guidance note 6) n/a		
Sat					
Sun	12:00	16:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing Martial arts displays, falconry displays, dog show in the Show Ring		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input checked="" type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 4) Displays as described above in the show ring plus side shows on the field such as fairground organ and inflatables. To audiences exceeding 500 but not more than 5000.		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5) n/a		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6) n/a		
Sun	12:00	16:00			

I

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

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – <u>please tick</u> (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Day	Start	Finish	Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sun					

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	
Date of birth	
Address	
Postcode	
Personal licence number (if known)	
Issuing licensing authority (if known)	

K

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

none

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon			Westhill Recreation Ground is permanently open to the public, however, the annual Fun Day to which this application relates runs from 12pm to 4pm on one Sunday in the year.
Tue			
Wed			
Thur			
Fri			
Sat			
Sun	12:00	16:00	
			<p><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 6)</p> <p>n/a (see above)</p>

M

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

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

This event is promoted as a community event with a family atmosphere. It is deliberately scheduled in the middle of the day and finishing well before evening in order to ensure that the Fun Day does not descend into disorder. No alcohol is sold at the event. Although alcohol is available at the nearby social club, customers are asked not to take alcohol out onto the field.

b) The prevention of crime and disorder

The local beat team are informed in advance of the event. The event finishes well before the evening and alcohol is not sold on the field.

c) Public safety

The local beat team are informed in advance of the event. We have booked St John's Ambulance for First Aid cover. We have a tannoy system for public announcements. We do not sell alcohol at the event and promote a family atmosphere.

d) The prevention of public nuisance

The event is scheduled during the daytime and at the weekend to avoid public nuisance. It is on a single Sunday in the year. The event is well publicised in advance. It is promoted as a family event and we do not sell alcohol on the field.

e) The protection of children from harm

This is a family Fun Day with the aim that the entertainment and activities will appeal to all ages. We do not sell alcohol at the event and the event runs during the day time to ensure it is accessible to all. The Parish Council tent clearly advertises a Lost Children point.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. N/A
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.
- [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15). N/A

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

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

Declaration	<ul style="list-style-type: none"> • [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). • The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work
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	check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	LJ Close
Date	21/2/19
Capacity	Parish Clerk, on behalf of Westfield Parish Council

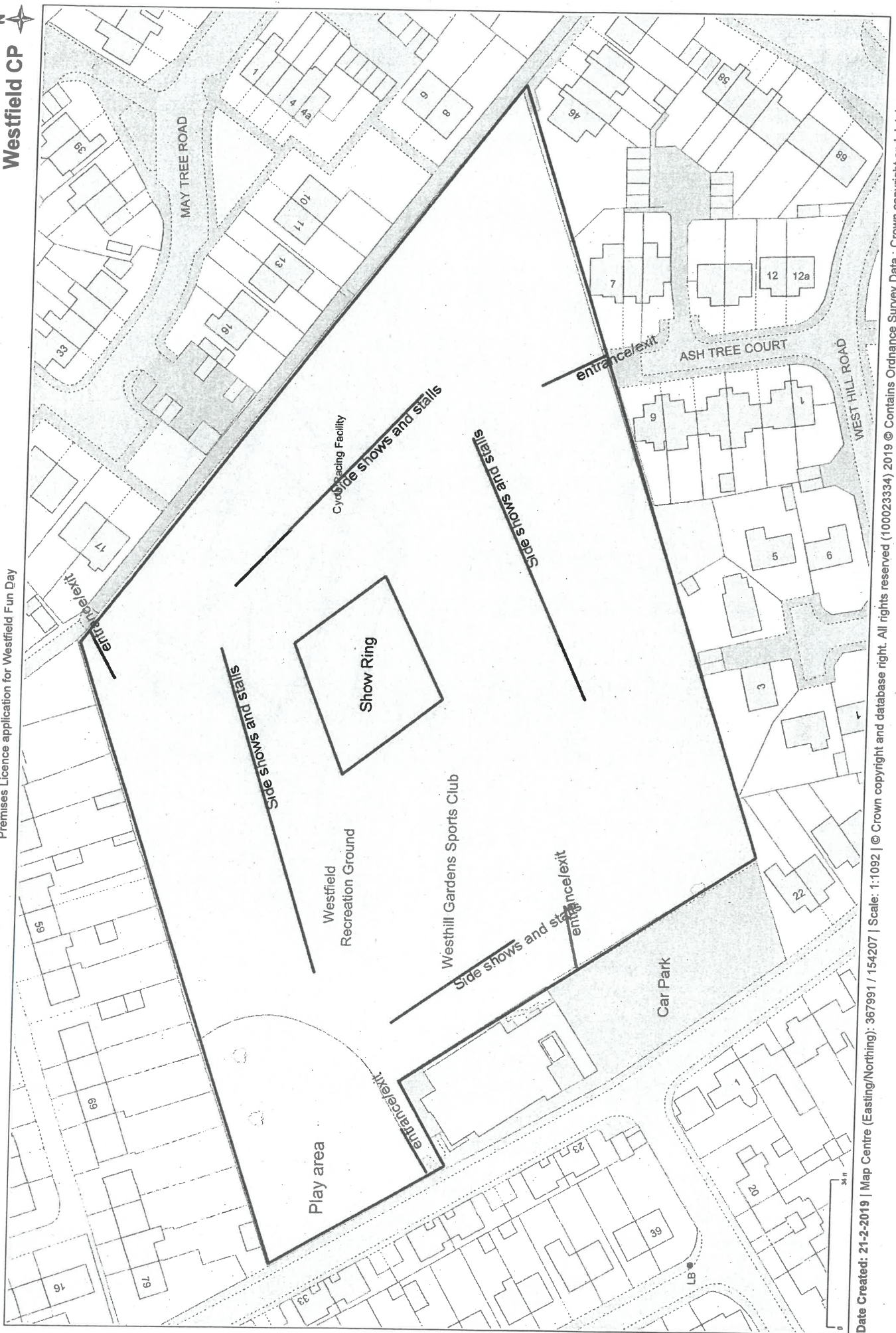
For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

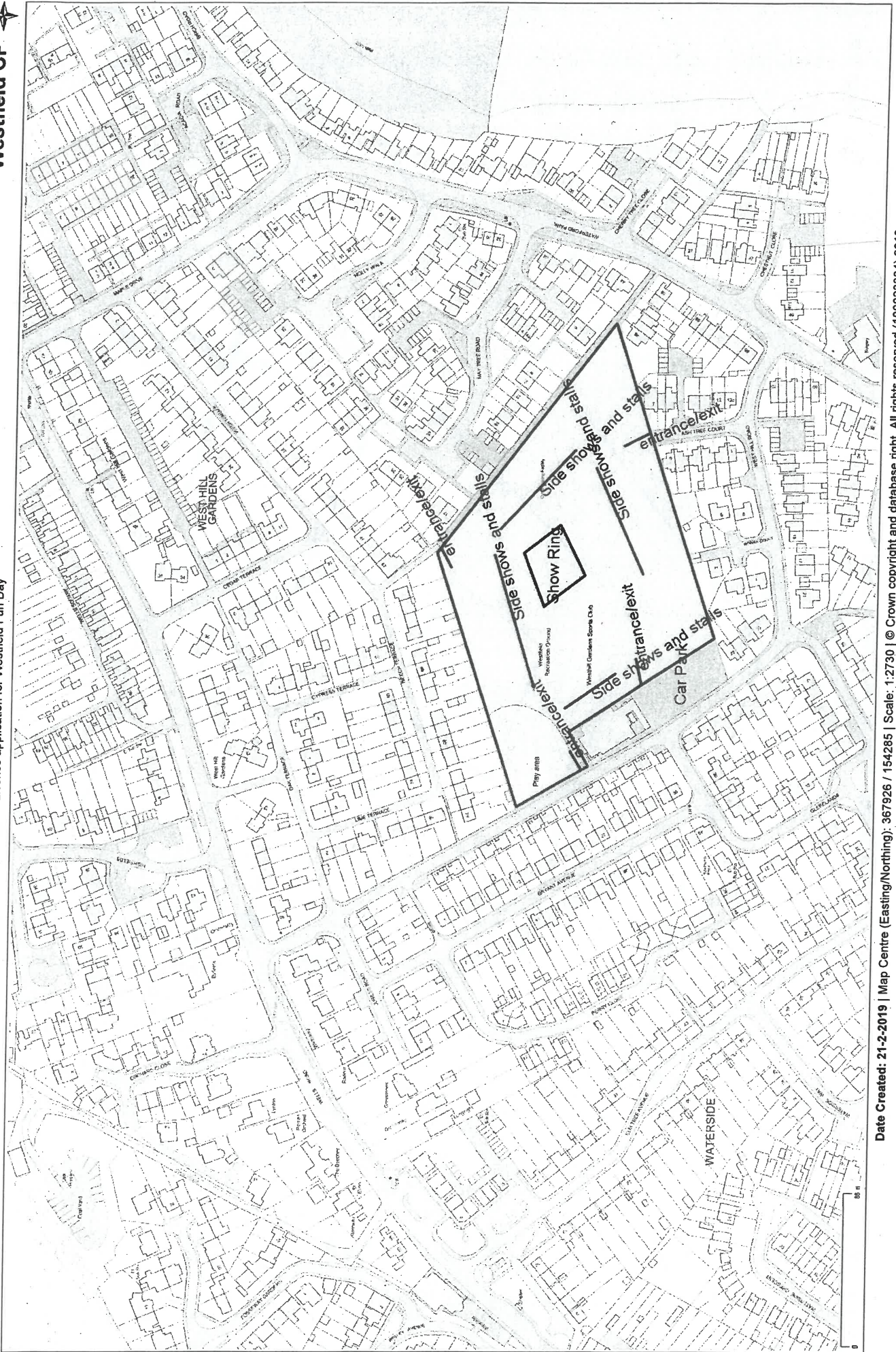
Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
Lesley Close Parish Clerk Westfield Parish Council The Oval Office Westfield			
Post town	Radstock	Postcode	BA3 3XT
Telephone number (if any)	01761 410669		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) council@westfieldparishcouncil.co.uk			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
 - Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and







**Avon & Somerset Constabulary
Representations Licensing Act 2003.**

Your Name	Geoff CANNON	
Job Title	POLICE LICENSING OFFICER	
Postal and email address	2 nd Floor REDBRIDGE HOUSE MIDLAND RD BATH BA2 3EW	
Contact telephone number/e-mail address	Geoff.Cannon@avonandsomerset.police.uk	
Name and address of the premises you are making representations about.	WESTHILL RECREATION GROUND WESTHILL ROAD WESTFIELD RADSTOCK BA3 3TE	
Which of the four licensing Objectives does your representation relate to? Please state yes or no.	Yes Or No	Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary
The Prevention of harm to children	YES	<p>The following relates to all four Licensing Objectives:</p> <p>The Police have received an application for a New Premises Licence in respect of Westhill Recreation Ground, Westhill Road, Westfield, Radstock. The applicant is Westfield Parish Council. The application is designed to facilitate the annual Westfield Fun Day for one Sunday only each year.</p> <p>Licensable activities applied for are: Live Music, Recorded Music, Performance of Dance and anything of a similar description. It is appreciated that the supply of alcohol has not been applied for.</p> <p>In each case the hours applied for are 12:00 – 16:00 on one Sunday only. The applicant has stated that the 'audiences' will exceed 500 but not 5000. The proposed hours the premises are open to the public are identical.</p> <p>The police fully appreciate that the event is very much family orientated and relatively low – risk in terms of crime, disorder public nuisance and public safety. The police also respect the fact that the event has been run in previous years with licensable activities authorised by a Temporary Event Notice without any issues. However, should the license be granted as applied for, the licence holder will be authorised to allow up to 4,999 people on the premises. This is a considerable increase in numbers and the measures offered to promote the four licensing objectives by the applicant in section M of the application do not reflect this. The police feel that as a result, all four</p>

		<p>licensing objectives could be compromised as the applicant has failed to show how the increase in numbers will be suitably managed in terms of security and safety. The 'premises' are extremely permeable and open to any member of the public. There is some history of incidents at this location involving anti – social behaviour and low – level crime caused by groups of young people.</p> <p>The Police Licensing Officer has met with members of Westfield Parish Council and outlined the concerns of the police. During the discussion; it was accepted that the actual numbers of people attending the 'Fun Day' were ever likely to exceed 1,000 but also that the organisers recognise that the event is growing and attracting more people than a Temporary Event Notice would allow for (499).</p> <p>The members fully appreciated the concerns raised and agreed to discuss suitable measures that would form prospective conditions to be attached to the operating schedule of the premises licence when granted. These proposed measures are set out below.</p> <p>The Licensing authority has been sent a copy of an email in which Westfield Parish Council confirm that they agree with all the proposals, as detailed in this representation form, put forward by the Police Licensing Officer.</p> <p>The police respectfully ask the Licensing Sub – Committee to take into consideration the agreed amendments when determining the premises licence application.</p>
To prevent Public Nuisance	YES	
To prevent crime and disorder	YES	
Public Safety	YES	
Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.		<p>General – all four licensing objectives:</p> <p>The organisers of the event to which this licence relates, will give the Police at least 2 months notification of the event taking place.</p> <p>The organisers will also provide the police with a copy of the Event Management Plan at least 2 months in advance of the event taking place.</p> <p>The Prevention of Crime and Disorder:</p>

	<p style="text-align: center;">The Prevention of Public Nuisance:</p> <p>There will be a minimum of 2 SIA trained security on duty at the premises during the times the event is open to the public.</p> <p style="text-align: center;">Public Safety:</p> <p>Identifiable trained First Aid staff will be on duty at all times when the event is open to the public.</p> <p>There will be a minimum of 10 clearly identifiable stewards on duty at the premises during the times the event is open to the public.</p> <p style="text-align: center;">The protection of children from harm:</p> <p>The premises will operate a lost child and vulnerable adult procedure. All staff working at the event will be made aware of this procedure.</p>
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N.B If you do make a representation you will be expected to attend the Licensing Sub Committee and any subsequent appeal proceeding.

Signed: *Geoff Cannon*

Date: 14.03.19

This form must be returned within the Statutory Period. (With supporting evidence).

Terrill Wolyn

From: Westfield Parish Council
Sent: 13 March 2019 10:17
To: Geoff Cannon; council@westfieldparishcouncil.co.uk
Cc: Geoff Fuller; PHILIP WILKINSON; Diana Cooper
Subject: RE: New Premises Application: WESTFIELD FUN DAY

Thank you for meeting us yesterday and for addressing this issue, it is very much appreciated.

I confirm that we are in full agreement with the wording below.

With kind regards,

Lesley

Lesley Close FSLCC
Parish Clerk

Westfield Parish Council
The Oval Office
Cobblers Way
Westfield
BA3 3BX

Tel: 01761 410669

Email: ParishClerk@westfieldparishcouncil.co.uk

Twitter: @westfield_pc

www.facebook.com/westfieldparishcouncil

The view and comments expressed in this email are confidential to the recipients and should not be passed on to others without permission.

From: Geoff Cannon [<mailto:Geoff.Cannon@avonandsomerset.police.uk>]

Sent: 12 March 2019 15:26

To: council@westfieldparishcouncil.co.uk

Subject: New Premises Application: WESTFIELD FUN DAY

Good afternoon Emily and Lesley.

Thanks you again for meeting with me earlier.

I have had another look at your Event Risk Assessment Form and I feel that you need to create an actual Event Management Plan (EMP). To assist, I have attached a template which you can use. This will formalise everything you are doing and made available in one document and will complement the Event Risk Assessment Form. Your EMP won't replace your Event Risk Assessment Form. You will see below in the proposed conditions that I therefore refer to an EMP.

As discussed, I propose not using any of the wording currently contained in section M of the application form and to replace with the below wording that will form conditions attached to the premises licence:

General – all four licensing objectives:

The organisers of the event to which this licence relates, will give the Police at least 2 months notification of the event taking place.

The organisers will also provide the police with a copy of the Event Management Plan at least 2 months in advance of the event taking place.

The Prevention of Crime and Disorder:

There will be a minimum of 2 SIA trained security on duty at the premises during the times the event is open to the public.

Public Safety:

There will be a minimum of 10 clearly identifiable stewards on duty at the premises during the times the event is open to the public.

Identifiable trained First Aid staff will be on duty at all times when the event is open to the public.

The prevention of public nuisance:

(No requirements from the police)

The protection of children from harm:

The premises will operate a lost child and vulnerable adult procedure. All staff working at the event will be made aware of this procedure.

Please check the above wording and if you are in full agreement, reply to this email accordingly.

I will then attach a copy of your reply to my Representation Form when I submit it to the Licensing Authority. This will allow the Licensing Sub – Committee to see in advance that we have agreed prospective changes to the License Operating Schedule.

With kind regards,

Geoff Cannon

BANES Police Area Licensing Officer
Redbridge House
BATH BA2 3EW

☎ Ext: 01278 645524 Int: 45524

Mob: 07889 655950

✉ Geoff.Cannon@avonandsomerset.pnn.police.uk

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