

Bath & North East Somerset Council		
MEETING:	Licensing (Gambling and Licensing) Committee	AGENDA ITEM NUMBER
MEETING DATE:	Monday 19 December 2011	
TITLE:	Application for a Premises Licence for <b>Keynsham Memorial Park</b> , Keynsham, Bristol, BS31 1DG	
WARD:	Keynsham East	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Annex A Application for Premises Licence		
Annex B Site Plan		
Annex C Representation from Environmental Health		
Annex D Applicant's written agreement to conditions proposed by Environmental Health		

## **1 THE ISSUE**

1.1 An application has been received for a new Premises Licence under the Licensing Act 2003 in respect of Keynsham Memorial Park, Keynsham, Bristol, BS31 1DG.

## **2 RECOMMENDATION**

2.1 That the sub committee determines this application.

## **3 FINANCIAL IMPLICATIONS**

3.1 There are no financial implications arising from this report.

## **4 THE REPORT**

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

4.2 The application is for:

- 1) The **Provision of Regulated Entertainment** by way of **Plays, Films, Live Music, Recorded Music, Dance, Similar Entertainment** and **Provision of Facilities for Making Music and Dancing** both Indoors and Outdoors between the following hours:

Every Day                      09.00 to 21.00

2) The **Opening Hours** are not specified as the premises is an open public space.

4.3 A site plan is attached at Annex B.

4.4 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
- 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.

4.5 The Licensing Authority may grant the application with or without additional conditions.

4.6 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, 5, 6, 9, 10, 15 - 20, 23, 24, 28, 33 - 37, 41 to 44 of the 2008 policy.
- b) Chapters 8, 9 and 10 of the Statutory Guidance (as revised on 28 June 2007).
- c) Sections 4, 9, 10, 11, 12, 13, 16, 17, 18, 23, 182, 183, and Schedule 2 of the Act.

4.7 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.

4.8 In accordance with the requirements of the Act the applicants served copies of the application upon the police, the fire authority, environmental health, development control, trading standards, and the child protection agency.

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

4.10 A representation has been received from Environmental Health in relation to the licensing objective of public safety (Annex C). The representation requests that two of the conditions proposed within the operating schedule are reworded in order to clarify the meaning and ensure the promotion of the licensing objective.

4.11 The representation recommends that, in respect of events with an estimated 500 persons or more, the following statements should be reworded and placed as conditions on the premises licence:

1. Original wording:

2 months' notice of each event shall be given to the Police and Licensing Authority and site visits shall be undertaken should the Responsible Authorities feel it necessary. Responsible Authorities have the right to veto should they be satisfied that any of the four licensing objectives would be breached if the event were to go ahead. In such circumstances it is expected that negotiations will take place between the Licence Holder and the Responsible Authority to resolve the matter.

Suggested rewording:

2 months' notice of each event should be given to the Licensing Authority and all Responsible Authorities. If deemed appropriate by one of the Responsible Authorities, the event may be referred to Bath & North East Somerset's Safety Advisory Group for consultation.

2. Original wording:

Provision of Council staff as attendees at all events.

Suggested rewording:

Provision of Keynsham Town Council staff as attendees at all events.

4.12 The applicant has submitted a written statement which confirms they are in full agreement with the Environmental Health Officer and happy to accept the proposed changes as above (Annex D).

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

<b>Contact person</b>	Emma Stoneman, Senior Licensing Officer, 01225 396719
<b>Background papers</b>	Licensing Act 2003, Guidance Notes issued under Section 182 of the Licensing Act 2003, Licensing Act 2003 Regulations, B&NES Statement of Licensing Policy

21 JUN 2011

Post Log No:   
 Receipt No: 336383  
CH/CA £100

**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 KEYNSHAM TOWN 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**

<b>Postal address of premises or, if none, ordnance survey map reference or description</b> KEYNSHAM MEMORIAL PARK KEYNSHAM BRISTOL BS31 1DG			
<b>Post town</b>	KEYNSHAM	<b>Post code</b>	BS31 1DG

<b>Telephone number at premises (if any)</b>	
<b>Non-domestic rateable value of premises</b>	£

**Part 2 - Applicant Details**

Please state whether you are applying for a premises licence as

Please tick yes

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| a) an individual or individuals *               | <input type="checkbox"/>            | please complete section (A) |
| b) a person other than an individual *          |                                     |                             |
| i. as a limited company                         | <input type="checkbox"/>            | please complete section (B) |
| ii. as a partnership                            | <input type="checkbox"/>            | please complete section (B) |
| iii. as an unincorporated association or        | <input type="checkbox"/>            | please complete section (B) |
| iv. other (for example a statutory corporation) | <input checked="" type="checkbox"/> | please complete section (B) |
| c) a recognised club                            | <input type="checkbox"/>            | please complete section (B) |
| d) a charity                                    | <input type="checkbox"/>            | please complete section (B) |

- e) the proprietor of an educational establishment ☐ 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:

Please tick yes

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

**(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		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post Town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

**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		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal 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 KEYNSHAM TOWN COUNCIL
Address 15 - 17 TEMPLE STREET KEYNSHAM BRISTOL BS31 1HF
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.) LOCAL COUNCIL
Telephone number (if any) 0117 986 8683
E-mail address (optional) deputytownclerk@keynsham-tc.gov.uk

**Part 3 Operating Schedule**

When do you want the premises licence to start?

Day		Month		Year		
0	8	0	7	2	0	1

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

Day		Month		Year		

Please give a general description of the premises (please read guidance note1)

LOCAL PARK AND OPEN AIR BANDSTAND

SKATE BOARD PARK AND OPEN AIR SPORTING FACILITIES - TENNIS &amp; FIVE-A-SIDE FOOTBALL

**PROPOSED ACTIVITIES:**

ANNUAL YOUTH FESTIVAL - YOUTH GROUPS/ ASSOCIATIONS OF KEYNSHAM COMING TOGETHER TO SHOW OF THEIR SKILLS AND TALENTS. PERFORMANCES OF DANCE, DRAMA, MUSIC AND SINGING. SPORTING ORGANISATIONS GIVING DISPLAYS AND HOLDING COMPETITIONS E.G. FOOTBALL SKILLS AND SKATE BOARDING COMPETITIONS.

**SMALL EVENTS (INCLUDING PICNICS AND CELEBRATIONS**

PERFORMANCES ON THE BAND STAND BY LOCAL SINGING, DANCING, BRASS BANDS, MUSICIANS, CIRCUS SKILLS AND ACTING GROUPS PLUS STORY TELLING SESSIONS

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

0

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

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

**Provision of regulated entertainment****Please tick yes**

- |   |                                     |
|---|-------------------------------------|
| a) plays (if ticking yes, fill in box A)  | <input checked="" type="checkbox"/> |
| b) films (if ticking yes, fill in box B)  | <input checked="" 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"/> |

**Provision of entertainment facilities:**

- i) making music (if ticking yes, fill in box I) ☒
- j) dancing (if ticking yes, fill in box J) ☒
- k) entertainment of a similar description to that falling within (i) or (j)  
(if ticking yes, fill in box K) ☒

**Provision of late night refreshment** (if ticking yes, fill in box L) ☐

**Supply of alcohol** (if ticking yes, fill in box M) ☐

**In all cases complete boxes N, O and P**



## A

<b>Plays</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) PERFORMANCES TO BE MAINLY DURING THE SPRING/SUMMER/AUTUMN MONTHS AT THE BANDSTAND.  PERFORMANCES BY LOCAL DRAMA GROUPS/ORGANISATIONS AND SCHOOLS  THERE MAYBE A MARQUEE PROVIDED OFFERING THE OPPORTUNITY FOR AN INDOOR PERFORMANCE		
Mon	09.00	21.00			
	-	-			
Tue	09.00	21.00			
	-	-			
Wed	09.00	21.00	<b>State any seasonal variations for performing plays</b> (please read guidance note 4)		
	-	-			
Thur	09.00	21.00			
	-	-			
Fri	09.00	21.00	<b>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</b> (please read guidance note 5)		
	-	-			
Sat	09.00	21.00			
	-	-			
Sun	09.00	21.00			
	-	-			

## B

<b>Films</b> Standard days and timings (please read guidance note 6)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 3) OPEN AIR SCREENING WITHIN THE PARK GROUNDS TO SHOW FILMS INTENDED MAINLY FOR SHOWING FAMILY FILMS  THERE MAYBE A MARQUEE PROVIDED OFFERING THE OPPORTUNITY FOR AN INDOOR PERFORMANCE		
Mon	09.00	21.00			
	-	-			
Tue	09.00	21.00			
	-	-			
Wed	09.00	21.00	<b>State any seasonal variations for the exhibition of films</b> (please read guidance note 4)		
	-	-			
Thur	09.00	21.00			
	-	-			
Fri	09.00	21.00	<b>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</b> (please read guidance note 5)		
	-	-			
Sat	09.00	21.00			
	-	-			
Sun	09.00	21.00			
	-	-			

## C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 6)			<b><u>Please give further details</u></b> (please read guidance note 3)
Day	Start	Finish	
Mon			
Tue			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 4)
Wed			
Thur			
Fri			<b><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></b> (please read guidance note 5)
Sat			
Sun			

## D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 6)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 3)		
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 4)		
Thur					
Fri			<b><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></b> (please read guidance note 5)		
Sat					
Sun					

## E

<b>Live music</b> Standard days and timings (please read guidance note 6)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	09.00	21.00	<b>Please give further details here</b> (please read guidance note 3) ACOUSTIC AND AMPLIFIED MUSIC PERFORMANCES ON THE BANDSTAND		
	-	-			
Tue	09.00	21.00	THERE MAY BE A MARQUEE PROVIDED FOR THE OPPORTUNITY OF AN INDOOR PERFORMANCE		
	-	-			
Wed	09.00	21.00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 4)		
	-	-			
Thur	09.00	21.00			
	-	-			
Fri	09.00	21.00	<b>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</b> (please read guidance note 5)		
	-	-			
Sat	09.00	21.00			
	-	-			
Sun	09.00	21.00			
	-	-			

## F

<b>Recorded music</b> Standard days and timings (please read guidance note 6)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	09.00	21.00	<b><u>Please give further details here</u></b> (please read guidance note 3) BACKGROUND MUSIC FOR DANCE AND DRAMA PERFORMANCES		
	-	-			
Tue	09.00	21.00	THERE MAY BE A MARQUEE PROVIDED FOR THE OPPORTUNITY FOR AN INDOOR PERFORMANCE		
	-	-			
Wed	09.00	21.00	<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 4) A MARQUEE MAY BE HIRED FOR EVENTS SUCH A SILENT DISCO FOR YOUTHS		
	-	-			
Thur	09.00	21.00			
	-	-			
Fri	09.00	21.00	<b><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></b> (please read guidance note 5)		
	-	-			
Sat	09.00	21.00			
	-	-			
Sun	09.00	21.00			
	-	-			

## G

<b>Performances of dance</b> Standard days and timings (please read guidance note 6)			<b><u>Will the performance of dance take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	09.00	21.00	<b><u>Please give further details here</u></b> (please read guidance note 3) PERFORMANCES OF DANCE BY PROFESSIONALS ON THE BANDSTAND		
	-	-			
Tue	09.00	21.00	THERE MAYBE A MARQUEE PROVIDED OFFERING THE OPPORTUNITY FOR AN INDOOR PERFORMANCE		
	-	-			
Wed	09.00	21.00	<b><u>State any seasonal variations for the performance of dance</u></b> (please read guidance note 4)		
	-	-			
Thur	09.00	21.00			
	-	-			
Fri	09.00	21.00	<b><u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
	-	-			
Sat	09.00	21.00			
	-	-			
Sun	09.00	21.00			
	-	-			

## H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment you will be providing</u></b> STORY TELLING SESSIONS AT THE BANDSTAND SKATE PARK ACTIVITIES/COMPETITIONS INFLATABLES/CLIMBING WALL - FOR YOUTH FEST AND OTHER SIMILAR EVENTS ART AND CRAFT ACTIVITIES		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon	09.00	21.00		Outdoors	<input type="checkbox"/>
	-	-		Both	<input checked="" type="checkbox"/>
Tue	09.00	21.00	<b><u>Please give further details here</u></b> (please read guidance note 3) A MARQUEE MAY BE HIRED FOR ART AND CRAFT ACTIVITIES TO TAKE PLACE		
	-	-			
Wed	09.00	21.00			
	-	-	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 4)		
Thur	09.00	21.00			
	-	-			
Fri	09.00	21.00	<b><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></b> (please read guidance note 5)		
	-	-			
Sat	09.00	21.00			
	-	-			
Sun	09.00	21.00			
	-	-			



I

<b>Provision of facilities for making music</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the facilities for making music you will be providing</u></b> USE OF THE BANDSTAND FOR PRE-ARRANGED MUSIC PERFORMANCES THAT WILL BE ADVERTISED THROUGH THE TOWN COUNCIL	
			<b><u>Will the facilities for making music be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	
			Indoors	<input type="checkbox"/>
			Outdoors	<input type="checkbox"/>
Day	Start	Finish	Both	<input checked="" type="checkbox"/>
Mon	09.00	21.00	<b><u>Please give further details here</u></b> (please read guidance note 3) THERE MAYBE A MARQUEE PROVIDED OFFERING THE OPPORTUNITY FOR AN INDOOR PERFORMANCE	
	-	-		
Tue	09.00	21.00		
	-	-		
Wed	09.00	21.00	<b><u>State any seasonal variations for the provision of facilities for making music</u></b> (please read guidance note 4)	
	-	-		
Thur	09.00	21.00		
	-	-		
Fri	09.00	21.00	<b><u>Non standard timings. Where you intend to use the premises for provision of facilities for making music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
	-	-		
Sat	09.00	21.00		
	-	-		
Sun	09.00	21.00		
	-	-		

J

<b>Provision of facilities for dancing</b> Standard days and timings (please read guidance note 6)			<b><u>Will the facilities for dancing be indoors or outdoors or both – please tick</u></b> (see guidance note 2)	Indoors <input type="checkbox"/>
				Outdoors <input type="checkbox"/>
				Both <input checked="" type="checkbox"/>
			<b><u>Please give a description of the facilities for dancing you will be providing</u></b> USE OF THE BANDSTAND FOR PRE-ARRANGED DANCE PERFORMANCES AT THE BANDSTAND TO BE ADVERTISED THROUGH THE TOWN COUNCIL	
Day	Start	Finish		
Mon	09.00	21.00	<b><u>Please give further details here</u></b> (please read guidance note 3) THERE MAYBE A MARQUEE PROVIDED OFFERING THE OPPORTUNITY FOR AN INDOOR PERFORMANCE	
	-	-		
Tue	09.00	21.00		
	-	-		
Wed	09.00	21.00	<b><u>State any seasonal variations for providing dancing facilities</u></b> (please read guidance note 4)	
	-	-		
Thur	09.00	21.00		
	-	-		
Fri	09.00	21.00	<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for dancing entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)	
	-	-		
Sat	09.00	21.00		
	-	-		
Sun	09.00	21.00		
	-	-		

## K

<b>Provision of facilities for entertainment of a similar description to that falling within i or j</b> Standard days and timings (please read guidance note 6)			<b><u>Please give a description of the type of entertainment facility you will be providing</u></b>		
Day	Start	Finish	<b><u>Will the entertainment facility be indoors or outdoors or both – please tick</u></b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 3)		
Wed					
Thur			<b><u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within i or j</u></b> (please read guidance note 4)		
Fri					
Sat			<b><u>Non standard timings. Where you intend to use the premises for the provision of facilities for entertainment of a similar description to that falling within i or j at different times to those listed in the column on the left, please list</u></b> (please read guidance note 5)		
Sun					

L

<b>Late night refreshment</b> Standard days and timings (please read guidance note 6)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 3)		
Mon					
Tue			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 4)		
Wed					
Thur			<b><u>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</u></b> (please read guidance note 5)		
Fri					
Sat					
Sun					

**M**

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 6)			<b>Will the supply of alcohol be for consumption (Please tick box)</b> (please read guidance note 7)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					
			<b>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</b> (please read guidance note 5)		

**State the name and details of the individual whom you wish to specify on the licence as premises supervisor**

<b>Name</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Personal Licence number (if known)</b>	
<b>Issuing licensing authority (if known)</b>	

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

**a) General – all four licensing objectives (b,c,d,e) (please read guidance note 9)**

FOR EVENTS WITH AN ESTIMATED 500 PEOPLE OR MORE

2 MONTHS' NOTICE OF EACH EVENT SHALL BE GIVEN TO THE POLICE AND LICENSING AUTHORITY AND SITE VISITS SHALL BE UNDERTAKEN SHOULD THE RESPONSIBLE AUTHORITIES FEEL IT NECESSARY. RESPONSIBLE AUTHORITIES HAVE THE RIGHT TO VETO SHOULD THEY BE SATISFIED THAT ANY OF THE FOUR LICENSING OBJECTIVES WOULD BE BREACHED IF THE EVENT WERE TO GO AHEAD. IN SUCH CIRCUMSTANCES IT IS EXPECTED THAT NEGOTIATIONS WILL TAKE PLACE BETWEEN THE LICENCE HOLDER AND THE RESPONSIBLE AUTHORITY TO RESOLVE THE MATTER.

A SITE PLAN SHOWING THE LAYOUT OF THE EVENT WILL BE INCLUDED WITH THE 2 MONTH'S NOTICE

ALL EVENT ORGANISERS SHALL COMPLETE A RISK ASSESSMENT

PROVISION OF REGISTERED SECURITY STAFF FOR EVENTS THAT WE ANTICIPATE LARGE GROUPS OF PEOPLE ATTENDING.

SIGNAGE SHALL BE IN PLACE FOR TOILETS, EXITS, FIRST AID POSTS AND LOST CHILDREN POINTS

SIGNS SHALL BE ERECTED AT THE GATE REQUESTING NO GLASS BOTTLES TO BE BROUGHT ONTO THE SITE.

**b) The prevention of crime and disorder**

ANY PERSON FOUND USING ILLEGAL DRUGS SHALL BE ASKED TO LEAVE THE SITE AND THE POLICE SHALL BE INFORMED

PERSONS RESPONSIBLE FOR THE RUNNING OF CHILDREN'S EVENTS SHALL BE CRB CHECKED

FOR EVENTS WITH AN ESTIMATED 500 PEOPLE OR MORE:

PRIOR NOTIFICATION TO LOCAL POLICE AND PCSO'S OF FORTHCOMING EVENTS. IF AVAILABLE, REQUEST THE ATTENDANCE OF PCSO

PROVISION OF COUNCIL STAFF AS ATTENDEES AT ALL EVENTS.

PROVISION OF REGISTERED SECURITY STAFF FOR EVENTS THAT WE ANTICIPATE LARGE GROUPS OF PEOPLE ATTENDING. NUMBERS OF SECURITY STAFF TO BE AGREED IN ADVANCE WITH THE POLICE.

**c) Public safety**

THE SITE LAYOUT SHALL BE DESIGNED TO ALLOW FREE MOVEMENT OF THE PUBLIC IN AND AROUND THE PARK

NO VEHICLES OTHER THAN EMERGENCY VEHICLES AND TOWN COUNCIL VANS SHALL BE ALLOWED ON SITE ONCE AN EVENT HAS STARTED

AN EMERGENCY EVACUATION PLAN SHALL BE IN PLACE

AN INCIDENT BOOK SHALL BE KEPT

FOR EVENTS WITH AN ESTIMATED 500 PEOPLE OR MORE:

CAPACITY LIMIT OF 4999 ATTENDEES

FIRST AID PROVISION SHALL BE PROVIDED FOR EVENTS WITH AN ESTIMATED 500 PEOPLE OR MORE, ST. JOHN'S AMBULANCE OR SIMILAR SHALL BE PROVIDED

THERE SHALL BE ADEQUATE NUMBERS OF STEWARDS AT LARGE SCALE EVENTS, THE NUMBER OF WHICH SHALL BE DETERMINED IN CONSULTATION WITH THE POLICE

STEWARDS SHALL BE EASILY IDENTIFIABLE WITH A TWO WAY RADIO SYSTEM AND WILL BE SIA REGISTERED

STEWARDS SHALL BE VISIBLE AND SHALL BE BRIEFED ON THE PROCEDURE REGARDING LOST CHILDREN

PROVISION OF ATTENDANTS - NUMBER ALLOCATED TO SUIT THE CAPACITY OF ATTENDEES AT THE EVENT.

**d) The prevention of public nuisance**

SOUND LEVELS SHALL BE MONITORED AND MUSIC WILL BE PLAYED AT A LEVEL WHICH WILL NOT CAUSE ANNOYANCE

PROVISION OF LITTER CLEARANCE DURING/AFTER EVENTS

ENSURE CONSIDERATE LOADING/UNLOADING ARRANGEMENTS ARE IN FORCE

FOR EVENTS WITH AN ESTIMATED 500 PEOPLE OR MORE:

NOTIFICATION TO LOCAL RESIDENTS OF FORTHCOMING EVENTS.

**e) The protection of children from harm**

STAFF INVOLVED IN LOOKING AFTER YOUNG CHILDREN /YOUTHS WILL BE CRB CHECKED

SUFFICIENTS NUMBER OF CRB CHECKED ATTENDANTS WILL BE PRESENT WHEN CHILDREN'S ACTIVITIES ARE TAKING PLACE.


Please tick yes

- 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 premises supervisor, if applicable ☐
- 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 ☒

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

**Part 4 – Signatures** (please read guidance note 10)

**Signature of applicant or applicant's solicitor or other duly authorised agent** (See guidance note 11). **If signing on behalf of the applicant please state in what capacity.**

Signature	
Date	1 <sup>st</sup> June 2011
Capacity	DEPUTY TOWN CLERK

**For joint applications signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant's solicitor or other authorised agent.** (please read guidance note 12). **If signing on behalf of the applicant please state in what capacity.**

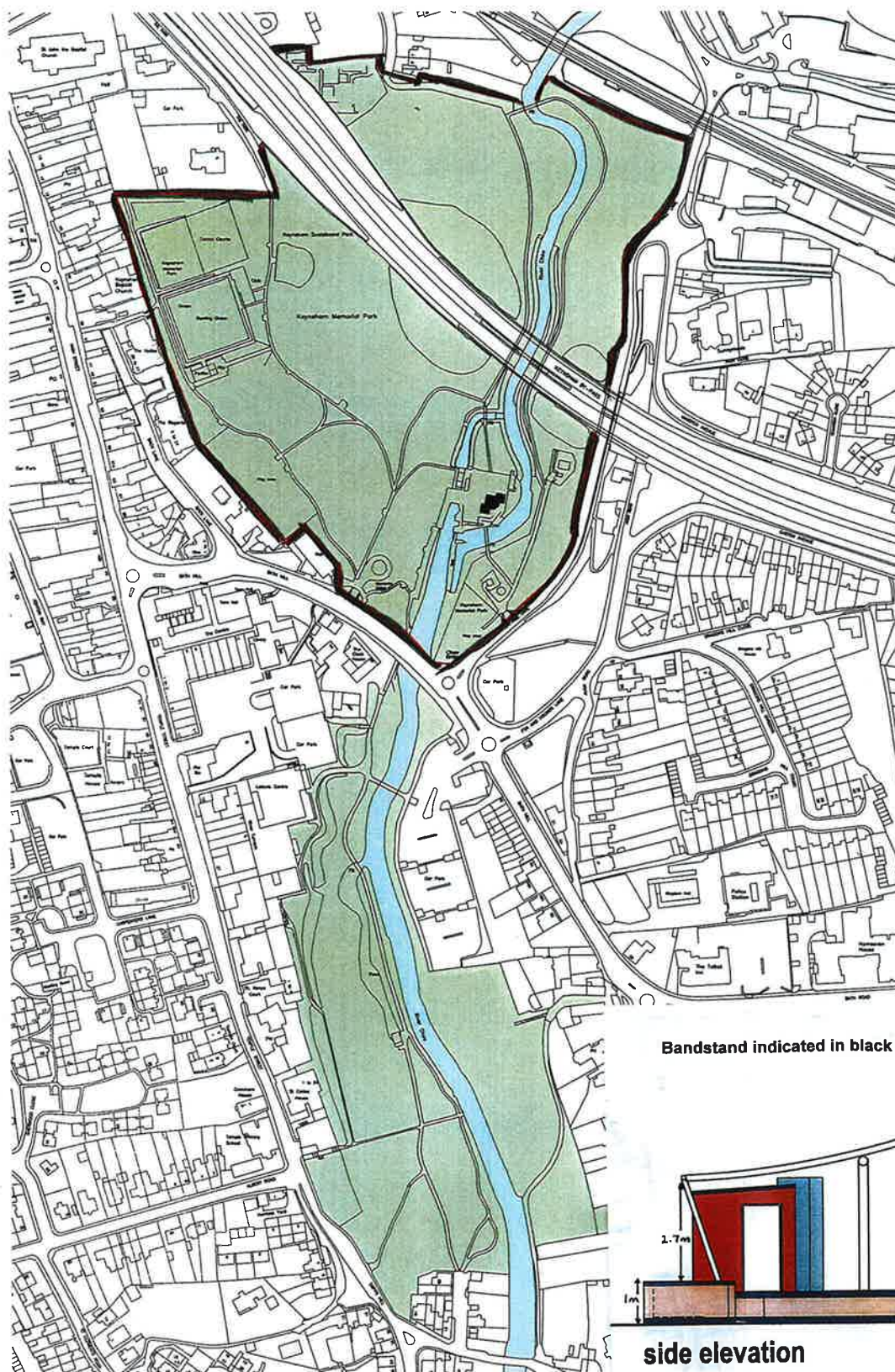
Signature	
Date	
Capacity	



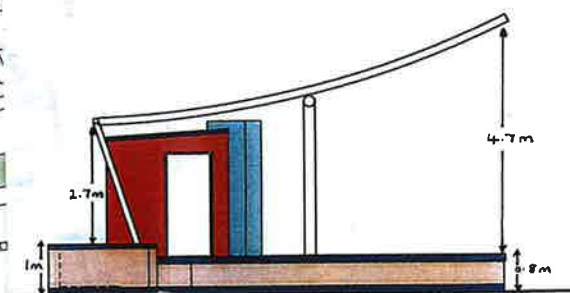
<b>Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13)</b>			
<b>Post town</b>		<b>Post code</b>	
<b>Telephone number (if any)</b>			
<b>If you would prefer us to correspond with you by e-mail your e-mail address (optional)</b>			

### 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. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises please tick on, if you wish people to be able to purchase alcohol to consume away from the premises please tick off. If you wish people to be able to do both please tick both.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups, the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, both applicants or their respective agents must sign the application form.
13. This is the address which we shall use to correspond with you about this application.



Bandstand indicated in black on the plan



side elevation

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**Bath & North East Somerset Council**

Property Services  
Northgate House,  
Upper Borough Walls,  
Bath BA1 1RG

PROPERTY  
KEYNSHAM MEMORIAL PARK  
BATH HILL  
KEYNSHAM BS31 1LF  
DRAWING TITLE

PSR No PF15	Site No
Drawn DW	Date
Scale 1:2500 @ A3	Rev
Drawing No PF15	



Licensing Services, 9-10 Bath Street, Bath, BA1 1SN

**Representation Form****Responsible Authority.** (Please delete as applicable.)~~EP (noise)/~~ Health and Safety

Your Name	David Carter
Job Title	Senior Environmental Health Officer
Postal and email address	Environmental Protection Team 9/10 Bath Street Bath BA1 1SN David_carter@bathnes.gov.uk
Contact telephone number	01225 477644

Name of the premises you are making a representation about.	Keynsham Memorial Park
Address of the premises you are making a representation about.	Keynsham Memorial Park Keynsham Bristol BS31 1DG

Which of the licensing objectives does your representation relate to?	Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary.
Public safety	<p>This representation does not seek to object to anything specific within the application, however there are a couple of statements which require clarification as they appear to be ambiguous.</p> <p>Given that this license if granted, will enable a wide range of events/activities to take place it is important to ensure that the conditions within the license are clear and achievable and that if necessary, there is sufficient consultation with the responsible authorities to ensure that an event can proceed safely</p> <p>The statement under P( a) general:</p> <p>2 MONTHS' NOTICE OF EACH EVENT SHALL BE GIVEN TO THE POLICE AND LICENSING AUTHORITY AND SITE VISITS SHALL BE UNDERTAKEN SHOULD THE RESPONSIBLE AUTHORITIES FEEL IT NECESSARY. RESPONSIBLE AUTHORITIES HAVE THE RIGHT TO VETO SHOULD THEY BE SATISFIED THAT ANY OF THE FOUR LICENCING OBJECTIVES WOULD BE BREACHED IF THE EVENT WERE TO</p>

	<p>GO AHEAD. IN SUCH CIRCUMSTANCES IT IS EXPECTED THAT NEGOTIATIONS WILL TAKE PLACE BETWEEN THE LICENCE HOLDER AND THE RESPONSIBLE AUTHORITY TO RESOLVE THE MATTER.</p> <p>This statement proposes to give 2 months notice to the Police and the Licensing Authority, but NOT to any of the other Responsible Authorities. It then goes on to state that Responsible authorities have the right to veto the event, and are expected to negotiate with the license holder to resolve any issues, however they are not included within the 2 month notice period.</p> <p>It is proposed to re-word the statement to say: 2 months notice of each event should be given to the Licensing Authority and all responsible authorities. If deemed appropriate by one of the responsible authorities, the event maybe referred to Bath &amp; North East Somerset's Safety Advisory Group for consultation.</p> <p>(B) prevention of crime and disorder</p> <p>PROVISION OF COUNCIL STAFF AS ATTENDEES AT ALL EVENTS.</p> <p>This is unclear whether this applies to BANES Council Staff or Keynsham Town Council Staff. It is assumed that this would refer to Keynsham Town Council Staff and it is suggested that the condition is reworded to state this specifically.</p>
To prevent public nuisance	

**Signed:**

**Date: 1/11/2011**

***This form must be returned within 28 consecutive days of the application being made to the Licensing Authority.***





## **Response to the Representation Form**

**of David Carter (Senior Environmental Health Officer – Bath & North East  
Somerset Council)**

in relation to the hearing in respect of the Licensing Act 2003

Premises Licence - Keynsham Memorial Park

on 19<sup>th</sup> December 2011 at 10.30 a.m.

at the Guildhall, High Street, Bath BA1 5AW.

Dawn Drury

Dated: 7<sup>th</sup> December 2011

Deputy Town Clerk - Keynsham Town Council

[This is the Statement in response to the Representation Form on behalf of **Keynsham Town Council** (hereinafter referred to as “**KTC**”)]

## **1. Introduction**

My name is Dawn Drury. I am Deputy Town Clerk of Keynsham Town Council and produced and submitted the application for a Premises Licence for Keynsham Memorial Park on behalf of Keynsham Town Council.

## **2. Representation**

2.1 Prior to submission of the Town Council's Licence application I liaised with all Responsible Authorities, corresponding and meeting with the same, to agree the application document. On 3<sup>rd</sup> May 2011, I received the attached response to the Town Council's Draft License application, Appendix A, from Diarmid Henry, Environmental Health Officer, Environmental Protection Team, Bath & North East Somerset Council. I made the amendment, under section d of the four licensing objective on the application, as requested in his email and took from his comment that there was nothing else to add and that the Environmental Protection team were happy with the Town Council's application.

2.2 Having considered the amendments to the Premises License proposed by David Carter, Senior Environmental Health Officer in his Representation Form I can confirm that the Town Council are happy to agree such changes, as follows:

2.2.1 that the statement under P (a) general should be re-worded to say:

'2 months notice of each event should be given to the Licensing Authority and all responsible authorities. If deemed appropriate by one of the responsible authorities, the event maybe referred to Bath & North East Somerset's Safety Advisory Group for consultation'.

2.2.2 that the statement (B) prevention of crime and disorder should be re-worded to say:

'Provision of Keynsham Town Council staff as attendees at all events.

**APPENDIX A****Email response from Diarmid Henry, Environmental Health Officer,  
Environmental Protection Team, Bath & North East Somerset Council****Dated 3<sup>rd</sup> May 2011**

**From:** Diarmid Henry [mailto:Diarmid\_Henry@BATHNES.GOV.UK]  
**Sent:** 03 May 2011 09:06  
**To:** 'deputytownclerk@keynsham-tc.gov.uk'  
**Subject:** RE: License for Keynsham Memorial Park

Dear Dawn,

Thank you for your email, I've had a look at the application and in particular the hours applied for regulated entertainment and the licensing objective of prevention of public nuisance. I note that you have said that music will be kept to a reasonable level however I think it would be better to state that music will be played at a level which will not cause annoyance. Otherwise I have nothing to add.

Kind regards,

Diarmid Henry,

Environmental Health Officer  
Environmental Protection  
Bath & North East Somerset Council  
Telephone: 01225 477555  
Facsimile: 01225 477596  
Email: Diarmid\_Henry@bathnes.gov.uk  
www.bathnes.gov.uk

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