



LICENSING SUB-COMMITTEE

Friday 22 January 2021

APPLICATION FOR A NEW PREMISES LICENCE: GLEMHAM HALL, LITTLE GLEMHAM

APPLICATION DETAILS

Type:	New – Premises Licence
Name of Applicant(s):	The Glemham Hall Estate Partnership
Address of Applicant(s):	Glemham Hall, Little Glemham, Woodbridge, IP13 0BT
Type of applicant (Premises Only)	Company
Name of Premises:	Glemham Hall
Address of premises:	Little Glemham, Woodbridge, IP13 0BT
Description of Premises:	A country hall and grounds offering guest accommodation. The premises is available to the public for pre booked events and is licenced for civil ceremonies.

EXECUTIVE SUMMARY:

- This is an application for a new Premises Licence.
- The application seeks to permit the following licensable activities: Sale of Alcohol on and off the premises, Plays, Films, Live and Recorded Music, Dance, and anything of a similar description to Music and Dance and the provision of Late Night Refreshment

Is the report Open or Exempt?	Open
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Wards Affected:	Wickham Market
Cabinet Member:	Councillor Mary Rudd, Cabinet Member with responsibility for Community Health
Supporting Officer:	Leonie Houlton Licensing Officer 07733 362154 leonie.houlton@eastsoffolk.gov.uk

1. PROPOSED LICENSABLE ACTIVITIES

Sale of alcohol – on and off sales

Monday to Sunday	12:00 to 01:00
Indoors only between	00:00 to 01:00
Monday to Sunday (Residents)	00:00 to 24:00
New Year's Eve (indoors & outdoors)	12:00 to 01:00

Plays – indoors and outdoors

Monday to Sunday	09:00 to 24:00
New Year's Eve	09:00 to 01:00

Films – indoors and outdoors

Monday to Sunday	09:00 to 24:00
New Year's Eve	09:00 to 01:00

Live music – indoors and outdoors

Monday to Sunday	09:00 to 01:00
Indoors only	00:00 to 01:00
New Years Eve (indoors and outdoors)	09:00 to 01:00

Recorded music – indoors and outdoors

Monday to Sunday	09:00 to 01:00
Indoors only	00:00 to 01:00
New Year's Eve (indoors and outdoors)	09:00 to 01:00

Performance of dance – indoors and outdoors

Monday to Sunday	09:00 to 24:00
New Year's Eve (indoors and outdoors)	09:00 to 01:00

Anything of a similar description to live/recorded music or dance – indoors & outdoors

Monday to Sunday	09:00 to 24:00
New Year's Eve (indoors and outdoors)	09:00 to 01:00

Late night refreshment – both indoors and outdoors

Monday to Sunday	23:00 to 01:00
Indoors only	00:00 to 01:00
New Years Eve both indoors and outdoors	23:00 to 01:00

2. PROPOSED OPENING HOURS

Premises is open to residents Monday to Sunday 24 hours daily.

Open to public for pre booked events only.

3. OPERATING SCHEDULE

3.1 The following steps have been proposed to promote the four licensing objectives. These are proposals offered by the applicant and in their own words. Some submissions may already form part of the licence, as mandatory conditions; others may be re-worded by Officers to form meaningful, enforceable conditions on the licence.

General

Adequate insurance cover

Observance of Health and Safety

Produce a general Risk Assessment for each event

Staff training

Produce an Event Management Plan for each outdoor event

Prevention of crime and disorder

Regular contact with neighbours to ensure no disturbance

Risk assessment to be completed for each event and appropriate steps taken to minimise any problems identified

A named responsible person to be present throughout the event to oversee safe and orderly behaviour

Members of staff to see photographic proof of individuals who appear to be under the age of 25 whereby the supply of alcohol will be refused if proof of age not provided

Public safety

Suitable briefing of staff prior to each event on safety issues

Risk assessment and Fire risk assessment to be completed for each event

All equipment to be well maintained.

All fire exits and gangways to be kept clear

All electrical equipment to be PAT tested

All fire extinguishers to be checked and/or replaced annually

Prevention of public nuisance

Sensible level of amplification.

Visitors to vacate the premises by 0030 hours or 0130 if the event takes place within the mansion.

Litter regularly collected and disposed of in adequate waste receptacles.

Traffic directional signs and management plan

Protection of children from harm

All children under 16 to be accompanied by parents/adults & supervised at all times

Members of staff to see photographic proof of individuals who appear under the age of 21 whereby the supply of alcohol will be refused if proof of age not provided.

Educational visits to be supervised by teachers/tutors

Basic DBS checks performed, where necessary

The redacted application form including plans of the premises are attached as **Appendix A**

4. REASON FOR HEARING

4.1 One representation against the application has been received from a responsible authority – Environmental Protection.

4.2 The applicant has been provided with a copy of the representation and this is attached as **Appendix B** for members of the Sub-Committee.

4.4 Summary of grounds for representation:

The main concerns of the Environmental Protection Team are the potential noise impacts of the proposed music festivals/events (in addition to the Folk East Festival, which is held at the premises and has its own premises licence). The Team has therefore proposed several conditions to be included in any licence that may be granted and these are included in Appendix B.

5. POINTS FOR CONSIDERATION

5.1 In exercising its licensing functions, the Licensing Authority has stated in its licensing policy that it will primarily focus on the direct impact of the licensable activities taking place at the licensed premises on members of the public living, working or engaged in normal activity in the vicinity of the premises.

5.2 The attention of the Sub-Committee is drawn to the following:

- a) The Licensing Act 2003 Section 4 requires the Sub-Committee to have regard to:
 - Guidance Issued under Section 182 of the Licensing Act 2003.
 - The Council's Statement of Licensing Policy

If the Sub-Committee has reason to depart from the above it is asked to give full reasons for so doing.

- b) Human Rights Act 1998

The Human Rights Act 1998 came into force on the 2 October 2000. The Sub-Committee is urged to have careful regard of its provisions.

It is unlawful for a public authority (this expression includes local authorities) to act in a way which is incompatible with a human right.

As far as the applicant's right to a fair hearing is concerned (Article 6), the applicant has a right to be heard by the Licensing Sub-Committee. If this application is refused or granted subject to modification, the applicant has a right of appeal to the Magistrates' Court.

In assessing the impact of human rights, the Sub-Committee must seek to strike a balance between the right of the proprietors in the business to conduct it as they wish and residents who may find its activities intrusive. In this context a business is a

“possession”, and the human right is expressed to be for the “peaceful enjoyment” of it. A rider to this human right empowers the Council to control the enjoyment of that business by its proprietors in the general interest. At the same time, local residents are entitled to the peaceful enjoyment of their homes.

- 5.3 The relevant notices about this hearing have been served on the applicant and other persons and they had until 31 December 2020 to confirm that they intended to attend, or not, as the case may be and to give notice that they wish to call witnesses.

6. CONCLUSION

- 6.1 The applicant has been advised of the representations that have been made and there may be mediation between the applicant and the other persons before the hearing to achieve agreement. In the event that an agreement is not possible, the Sub-Committee will be asked to determine this application by:

- Granting the application subject to such conditions as are consistent with the operating schedule accompanying the application and any condition which must be included in the licence in accordance with the Licensing Act 2003.
- Granting the application subject to such conditions as are consistent with the operating schedule accompanying the application, modified to such extent as the Sub-Committee considers appropriate for the promotion of the licensing objectives (for example, by excluding a licensable activity or restricting the hours when a licensable activity can take place), and any condition which must be included in the licence in accordance with the Licensing Act 2003.
- Rejecting the application.

- 6.2 If the decision reached by the Sub-Committee results in differences between the conditions attached to the licence and the planning permission currently in force for these premises, the applicant should be advised that the planning permission must be adhered to unless and until it is amended to reflect the conditions attached to the licence.

- 6.3 Depending on the decision of the Sub-Committee, the applicant and/or responsible authority and interested parties that have made representations have rights of appeal to the Magistrates Court.

- 6.4 When announcing its decision, the Sub-Committee is asked to state its reasons.

APPENDICES	
Appendix A	Application form including a plan of the premises.
Appendix B	Representation.

BACKGROUND PAPERS	
None	