

TEIGNBRIDGE DISTRICT COUNCIL

LICENSING AND REGULATORY SUB-COMMITTEE

CHAIRMAN: Cllr Rob Hayes

DATE: 21 June 2022
REPORT OF: Licensing Manager
SUBJECT: **Application for a New Premises Licence – Bell Inn,
Cross Street, Moretonhampstead**

PART I

RECOMMENDATION

That the Licensing Act 2003 Sub-Committee is requested to consider this application.

PART I

1. THE APPLICATION

Applicant: Mr John Perkins

Premises: Bell Inn, Cross Street, Moretonhampstead

The application is for a Premises Licence to be granted under the Licensing Act 2003 is to allow the performance of dance, exhibition of films, Indoor Sporting Event, Provision of Live Music, Playing of Recorded Music, Late Night Refreshment and Supply of Alcohol. Attached is a copy of the location plan and plan of premises (Appendix A).

The operating schedule shows:-

Hours Premises Open to the Public:

Monday to Sunday - 0900hrs to 0030hrs

Non Standard Timings – 0900hrs to 0100hrs - On the Friday, Saturday, Sunday and Monday of the following weekends: Easter weekend, May Bank Holiday, Spring Bank Holiday, August Bank Holiday. The fourth Wednesday and Thursday of August for the Carnival. Christmas Eve, Christmas Day and Boxing Day.

New Years Eve/Day - Close of business on New Years Eve to Open of business on New Years Day

Relevant licensable activities:

TEIGNBRIDGE DISTRICT COUNCIL

- Supply of alcohol.
- Provision of regulated entertainment: live music, recorded music, performance of dance, indoor sporting events, exhibition of films.
- Provision of late night refreshment.

Hours of licensable activities:

Performance of Dance	Monday to Sunday 9am to half midnight
Exhibition of Films	Monday to Sunday 9am to half midnight – Function Room
Indoor Sporting Event	Monday to Sunday 9am to half midnight
Provision of Live Music	Monday to Sunday 9am to half midnight
Playing of Recorded Music	Monday to Sunday 9am to half midnight
Late Night Refreshment	Monday to Sunday 11pm to midnight
Supply of Alcohol (on/off)	Monday to Sunday 9am to midnight

Non Standard timings on all licensable activities

- On the Friday, Saturday, Sunday and Monday of the following weekends: Easter weekend, May Bank Holiday, Spring Bank Holiday, August Bank Holiday. The fourth Wednesday and Thursday of August for the Carnival. Christmas Eve, Christmas Day and Boxing Day – additional 30 minutes.
- New Years' Eve / Day - Close of business on New Years' Eve to Open of business on New Years' Day

Designated premises supervisor: **Mr John Perkins**

Supply of alcohol is for consumption on and off the premises.

Steps to promote licensing objectives:

- General
-
- The prevention of crime and disorder
STAFF TRAINING
All staff engaged in licensable activity at the premises will receive training and information in relation to the following:
 - i. The Challenge 25 scheme in operation at the premises, including the forms of identification that are acceptable.
 - ii. The hours and activities permitted by the premises licence issued under the Licensing Act 2003 and conditions attached to the licence.
 - iii. How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).
 - iv. Recognising the signs of drunkenness.
 - v. The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.
 - vi. Action to be taken in the event of an emergency, including reporting an incident to the emergency services.

TEIGNBRIDGE DISTRICT COUNCIL

Training shall be recorded in documentary form and shall be regularly refreshed at no greater than 12 month intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.

Training records will be retained for at least 12 months.

INCIDENT LOG

An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details:

- i. Any incidents of disorder or of a violent or anti-social nature
- ii. All crimes reported to the venue, or by the venue to the police
- iii. All ejections of patrons
- iv. Any complaints received
- v. Seizures of drugs or offensive weapons
- vi. Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

The logs shall be kept for at least 12 months following the date of entry and be made available for inspection and copying upon request of an authorised officer of a responsible authority.

SUPERVISION

At any time alcohol is offered for sale from the bar in the first floor function room there will be at least one member of staff present in that area at all times.

The Bell Inn has an alarm system installed. This will be set at the close of business till 07:30 whilst the premises are closed and the licensed areas are unoccupied.

Alcoholic and soft drinks will be served in plastic or toughened glasses.

All bottles and glasses will be removed from public area as soon as they are finished with.

- Public safety

Fire safety measures will be employed which require the premises to be maintained in good order and their adequacy will be determined on a regular basis by carrying out a fire risk assessment as required and in accordance with the Fire Precautions (Work Place) Regulations and/or any equivalent statutory requirements which may from time to time be in force.

Public Liability insurance will be carried in the minimum sum of £2 million. A new certificate will be provided very year and submitted to the Licensing Authority on request.

Fire fighting equipment will be inspected annually and a certificate of inspection obtained and submitted to the Licensing Authority on request.

TEIGNBRIDGE DISTRICT COUNCIL

I understand that the safety of occupants is also influenced by numbers of persons present, their dispositions and the activities taking place, and therefore I undertake to maintain a safe occupancy level.

- The prevention of public nuisance

Noise or vibration will not emanate from the premises such as to cause persons in the neighbourhood to be unreasonably disturbed.

Doors and windows will be kept closed whenever necessary.

Prominent, clear and legible notices will be displayed at all exits requesting patrons to respect the needs of local residents and to leave the premises and the area quietly.

Customers will be asked to leave by the side entrance of the premises after midnight. This entrance leads into a covered passageway which shields noise from neighbouring properties.

The placing of bottles into receptacles outside the premises will take place at times that will minimise disturbance to nearby properties.

For the final hour of opening the music will be discernibly quieter.

Noxious smells from the premises will not cause a nuisance to nearby premises.

The premises will be adequately vented to prevent nuisance for noxious smells.

Flashing or bright lights on or outside the premises will not cause a nuisance to nearby properties.

See 'Music Weekends' information below.

Music Weekends

The Bell Inn holds live music weekends usually a Friday or Saturday Eve or Both.

A section of the bar/restuarant area will be designated to the performers away from the bar area.

The sale of alcohol will be within the main bar and function room of The Bell Inn. All music events will be held indoors.

These weekend events will be subject to the following:-

Any live music performance will be between the hours of 18.00hrs and 23.00hrs.

The PA system volume levels will be under the control of the Designated Premises Supervisor of The Bell Inn.

Any pre-recorded music played in between the live music will be played at a low level so as not to cause a nuisance.

The toilets in The Bell Inn (marked on plan) are considered adequate for the numbers expected.

There will be sufficient Inn staff on duty to ensure that the licensing objectives are met.

Staff will be instructed to call the emergency services if necessary. First Aid supplies will be available. Any medical emergencies will be dealt with at Moretonhampstead Hospital. (400m away).

The commercial bin will be sited adjacent to the building.

All direct neighbours will be kept fully informed of every event. The events will be advertised on notice board outside.

A risk assessment will be prepared for each event and will be available to the Licensing Authority on request.

- The protection of children from harm

CHALLENGE 25

TEIGNBRIDGE DISTRICT COUNCIL

There will be in place a written age verification policy in relation to the sale or supply of alcohol, which will specify a Challenge 25 proof of age requirement. This means that staff working at the premises must ask individuals who appear to be under 25 years of age, attempting to purchase alcohol, to produce identification. The only acceptable identification documents will be:

- A photo driving licence
- A passport
- An identification card carrying the PASS hologram

Unless such identification is produced the sale of alcohol must be refused.

This policy will include documented steps taken to prevent adults from purchasing alcohol for or on behalf of children under 18.

REFUSALS REGISTER

An alcohol sales refusal register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:

- i. the date and time of refusal
- ii. the reason for refusal
- iii. details of the person refusing the sale
- iv. description of the customer
- v. any other relevant observations.

The refusals register will be made available for inspection and copying on request of an authorised officer of a responsible authority.

All entries must be made within 24 hours of the refusal.

Mediated Amendments – Police included above

Under Prevention of Crime and Disorder add: STAFF TRAINING

All staff engaged in licensable activity at the premises will receive training and information in relation to the following:

- i. The Challenge 25 scheme in operation at the premises, including the forms of identification that are acceptable.
- ii. The hours and activities permitted by the premises licence issued under the Licensing Act 2003 and conditions attached to the licence.
- iii. How to complete and maintain the refusal register in operation at the premises (in relation to the sale of alcohol).
- iv. Recognising the signs of drunkenness.
- v. The operating procedures for refusing service to any person who is drunk, under-age or appears to be under-age, or appears to be making a proxy purchase.
- vi. Action to be taken in the event of an emergency, including reporting an incident to the emergency services.

TEIGNBRIDGE DISTRICT COUNCIL

Training shall be recorded in documentary form and shall be regularly refreshed at no greater than 12 month intervals. Training records shall be made available for inspection and copying at reasonable times upon request of an authorised officer of a responsible authority.

Training records will be retained for at least 12 months.

INCIDENT LOG

An incident log shall be kept and maintained at the premises which will include a log of the following, including pertinent details:

- i. Any incidents of disorder or of a violent or anti-social nature
- ii. All crimes reported to the venue, or by the venue to the police
- iii. All ejections of patrons
- iv. Any complaints received
- v. Seizures of drugs or offensive weapons
- vi. Any visits by a responsible authority (under the Licensing Act 2003) or emergency service.

Records must be completed within 24 hours of any incident, and will contain the time and date, the nature of the incident, the people involved, the action taken and details of the person responsible for the management of the premises at the time of the incident.

The logs shall be kept for at least 12 months following the date of entry and be made available for inspection and copying upon request of an authorised officer of a responsible authority.

SUPERVISION

At any time alcohol is offered for sale from the bar in the first floor function room there will be at least one member of staff present in that area at all times.

Under Protection of Children from Harm add

CHALLENGE 25

There will be in place a written age verification policy in relation to the sale or supply of alcohol, which will specify a Challenge 25 proof of age requirement. This means that staff working at the premises must ask individuals who appear to be under 25 years of age, attempting to purchase alcohol, to produce identification. The only acceptable identification documents will be:

- A photo driving licence
- A passport
- An identification card carrying the PASS hologram

Unless such identification is produced the sale of alcohol must be refused.

This policy will include documented steps taken to prevent adults from purchasing alcohol for or on behalf of children under 18.

TEIGNBRIDGE DISTRICT COUNCIL

REFUSALS REGISTER

An alcohol sales refusal register shall be kept at the premises and be maintained to include details of all alcohol sales refused. The register will include:

- i. the date and time of refusal
- ii. the reason for refusal
- iii. details of the person refusing the sale
- iv. description of the customer
- v. any other relevant observations.

The refusals register will be made available for inspection and copying on request of an authorised officer of a responsible authority.

All entries must be made within 24 hours of the refusal.

2. RELEVANT REPRESENTATIONS

Responsible authorities:

Police – no objection as conditions agreed.

Environmental Health Officer – objection.

Fire Officer – no objection.

Planning Officer – no representation received.

Food and Safety - no representation received.

Child Protection Agency - no representation received.

Weights & Measures – no representation received.

Health Authority - no representation received.

Interested parties:

No representations received.

Note: Relevant extracts from D.C.M.S. Guidance and the Council's own Licensing Policy are attached at the end of the report to assist members consider these representations.

Mrs Andrea Furness
Licensing Manager

TEIGNBRIDGE DISTRICT COUNCIL

Wards affected	<i>Moretonhampstead</i>
Contact for any more information	<i>Mrs Andrea Furness</i>
Background Papers (For Part I reports only)	<i>Licensing Act 2003 Section 182 Guidance for Police and Licensing Authorities and Statement of Licensing Policy</i>
Key Decision	<i>No</i>
In Forward Plan	<i>No</i>
Community Impact Assessment attached:	<i>No</i>
Appendices attached:	<i>Appendix A – Location plan and plan of premises Appendix B – Representations Appendix C – National guidance Appendix D - Policy</i>