

TEIGNBRIDGE DISTRICT COUNCIL

**LICENSING AND REGULATORY SUB-COMMITTEE**

CHAIR: Cllr Robert Hayes

**DATE:** 24 August 2023

**REPORT OF:** Licensing Manager

**SUBJECT:** **Application for a New Premises Licence – Parrs**  
Country Store, Matford Home Farm, Matford, Exeter, EX2  
8XT

**PART I**

**RECOMMENDATION**

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

**PART I**

**1. THE APPLICATION**

Applicant: Richard Parr

Premises: Parrs Country Store, Matford Home Farm, Matford, Exeter, EX2 8XT

The application is for a Premises Licence to be granted under the Licensing Act 2003 is to allow the provision of regulated entertainment 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 0800hrs until 2200hrs

Relevant licensable activities:

- Supply of alcohol.
- Provision of regulated entertainment: recorded music.

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Hours of licensable activities:

Playing of Recorded Music Monday to Sunday 0800hrs to 2130 hrs  
Supply of Alcohol (on/off the premises) Monday to Sunday 0800hrs to 2130hrs

Seasonal variation on all licensable activities  
No seasonal variations

Designated premises supervisor: **Joanne Haywood**

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, underage or appears to be underage, 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.

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

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- iii. All ejections of patrons
- iv. Any complaints received
- v. 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.

### ALCOHOL SALES

All alcohol for consumption OFF the premises will be sold in sealed containers.

- Public Safety  
In the absence of adequate daylight, artificial lighting in any area accessible to the public shall be fully operational whilst the public are present.

The collection of glasses and bottles shall be undertaken at regular intervals to ensure there is no build-up of empties in and around the premises.

- The Prevention of Public Nuisance  
Clear and legible notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and to leave the vicinity as quietly as possible. Dedicated member of staff managing this during the busier periods.

During the darker months, ensure that your exterior lighting is not pointing directly at any residential properties.

Music noise levels to be no higher than 5dB above the background noise. In a previous noise assessment, the background noise at Matford Farm was around 48dB.

- The Protection of Children from Harm  
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.

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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.

## 2. RELEVANT REPRESENTATIONS

### Responsible authorities:

Police – no representation received.

Environmental Health Officer – no representation received.

Fire Officer – no objection.

Planning Officer – no objection.

Food and Safety - no representation received.

Child Protection Agency - no representation received.

Weights & Measures – no representation received.

Health Authority - no representation received.

### Interested parties:

Eight representations have been received on the grounds of Public Nuisance and Crime and Disorder. Four of these representations were deemed not relevant. However, they have been included.

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.

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**Andrea Furness**  
**Licensing Manager**

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