



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE
Telephone: 01353 665555

MEETING: **LICENSING (STATUTORY) SUB-COMMITTEE**
TIME: 09:30am
DATE: Wednesday 28 July 2021
VENUE: Council Chamber, The Grange, Nutholt Lane, Ely
ENQUIRIES REGARDING THIS AGENDA: Adrian Scaites-Stokes
DIRECT DIAL: (01353) 665555 EMAIL: adrian.scaites-stokes@eastcambbs.gov.uk

Conservative Members:

Councillor Lavinia Edwards
Councillor Alan Sharp

Substitute Members:

Councillor Julia Huffer
Councillor Jo Webber

Quorum: 3 Members

Liberal Democrat Member:

Councillor Alec Jones

Substitute Member:

Councillor John Trapp

A G E N D A

- 1. Election of Election**
To elect a Chairman of this Sub-Committee for the municipal year
- 2. Apologies and Substitutions**
- 3. Application for the Grant of a new Premises Licence – Licensing Act 2003**
To consider the above matter in accordance with the Hearings Procedure (attached)

NOTES:

1. Members of the public are welcome to attend this meeting. If you are visiting The Grange during normal working hours you should report to the main reception desk. If you come to an evening meeting please enter via the door in the glass atrium at the back of the building.
2. The Council has adopted a 'Purge on Plastics' strategy and is working towards the removal of all consumer single-use plastics in our workplace. Therefore, we do not provide disposable cups in our building or at our meetings and would ask members of the public to bring their own drink to the meeting if required.
3. Fire instructions for meetings:
 - If the fire alarm sounds please make your way out of the building by the nearest available exit i.e. the back staircase or the fire escape in the Chamber. Do not attempt to use the lifts.
 - The fire assembly point is in the front staff car park by the exit barrier.
 - The building has an auto-call system to the fire services so there is no need for anyone to call the fire services.

The Committee Officer will sweep the area to ensure that everyone is out.

4. Reports are attached for each agenda item unless marked "oral".
5. If required, all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: translate@eastcambs.gov.uk
6. If the Sub-Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

"That the press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended)."

HEARINGS PROCEDURE FOR LICENSING SUB-COMMITTEES

1. Any hearing required under the legislation is to take the form of a discussion led by the Council. Hearings will be held in public unless the Members of the hearing consider that the public interest in excluding the public outweighs the public interest in the hearing or that part of it, taking place in public. For these purposes, a party to the hearing and any person assisting or representing a party may be treated as a member of the public.
2. The Chairman will introduce the Members and participants and explain the procedure to be followed.
3. The Chairman will advise all parties that they must make their submissions succinctly, and that all parties will be afforded the same time which should generally not exceed 10 minutes.
3. If any party has advised the Council they do not intend to attend or be represented at the hearing, the hearing may proceed in their absence.
4. If any party has not indicated they do not intend to attend or be represented at the hearing, the Sub-Committee may:
 - where it considers it necessary in the public interest, adjourn the hearing to a specified date(s); or
 - hold the hearing in that party's absence.
5. Where a hearing is held in the absence of a party, any representations or notice made by that party shall be considered at the hearing.
6. Where a hearing is adjourned to a specified date(s), all parties will be notified forthwith of the date(s), time and place to which the hearing has been adjourned.
7. The Licensing Officer will appear first and will give:
 - a summary of the application/case
 - a summary of the representations made
 - a summary of how the application/case and any relevant representations relate to the provision of the Licensing Policy Statement, any guidance from the Secretary of State and the relevant legislation.

[In the case of enforcement/compliance hearings:

- 7a. *If a complainant is present, they will be asked to give details of their complaint. This procedure will be repeated if there is more than one complainant.*
- 7b. *The licence holder or their representative will be asked to present their case.*
- 7c. *Members, and Legal Officer will be able to ask questions of the licence holder.*
- 7d. *Licence holder or their representative will be asked to provide their closing statement.]*

[In the case of Licensing Act and Gambling Act review hearings:

- 8a. *The review applicant or their representative will be asked to present their case.*
- 8b. *Members, Legal Officer, any other party to the hearing will be able to ask questions of the review applicant.*

- 8c. *Representatives of the Responsible Authorities and/or Statutory Consultees, will appear next to explain their case.*
- 8d. *Members, Legal Officer, any other party to the hearing will be able to ask questions of the Responsible Authorities and/or Statutory Consultees.*
- 8e. *The licence holder or their representative will be asked to present their case.*
- 8f. *Members, Legal Officer, any other party to the hearing will be able to ask questions of the licence holder.*
- 8g. *The licence holder or their representative will be asked to provide their closing statement.]*

[In the case of all other application hearings:

- 9a. *The Applicant or their representative will be asked to present their case.*
- 9b. *Members, Legal Officer, any other party to the hearing will be able to ask questions of the applicant.*
- 9c. *Representatives of the Responsible Authorities and/or Statutory Consultees, and non-statutory Consultees (where applicable) will appear next to explain their case.*
- 9d. *Members, Legal Officer, any other party to the hearing will be able to ask questions of the Responsible Authorities and/or Statutory/Non-statutory Consultees.*
- 9e. *The applicant will be asked to provide their closing statement.]*
10. Members will be able to ask questions of any party at any time during the hearing but will at all times bear in mind the need for all parties to be afforded the same time to make their case.
11. Documentary or other information may be produced for consideration by the hearing by any party attending the hearing either before the hearing, or with the consent of all the other parties, at the hearing.
12. Information which is not relevant to:
- the application/case, representation or notice (as applicable);
 - the provision of the licensing objectives or (in relation to a hearing to consider a notice given by a chief officer of police) the crime prevention objective;
- will be disregarded.
13. For the avoidance of doubt, formal cross-examination will not be allowed at hearings, unless the Members of the hearing consider that it is required for proper consideration by them of any representation, application or notice as the case may require.
14. Should Members during the hearing be of the opinion that a site visit is necessary to enable them to make the decision then the meeting will be adjourned and a site visit carried out in accordance with the Council's Site Visit Guidance.
15. Following the presentations by and questioning of all the parties, the Members of the hearing will generally retire into closed session (either by leaving the room or asking all other parties to do so). The Members will make a decision and record reasons for this.
16. The authority will normally make its determination on the day and announce their decision and the reasons for it at the conclusion of the hearing. However, if stated otherwise by

Members before they retire, the decision will be communicated to all parties within 5 working days.

17. The Council shall provide for a record to be taken of the hearing in a permanent and intelligible form and kept for six years from the date of the determination or, where an appeal is brought against the determination of the authority, the disposal of the appeal. The right of appeal is 21 days from the date of notification of the decision.
18. For the avoidance of doubt, any irregularity resulting from any failure to comply with any provision of the Regulations before the authority has made a determination shall not of itself render the proceedings void.
19. In any case of such an irregularity, the authority shall, if it considers that any person may have been prejudiced as a result of the irregularity, take steps as it thinks fit to cure the irregularity before reaching its determination.
20. Clerical mistakes in any document recording a determination of the authority or errors arising in such document from an accidental slip or omission may be corrected by the authority.
21. Any person attending the hearing who in the opinion of the Members hearing the matter is behaving in a disruptive manner may be required to leave the hearing and may:
 - be refused permission to return; or
 - be permitted to return only on the conditions as may be specified by the Members and the hearing PROVIDED THAT such person may, before the end of the hearing, submit to the hearing in writing any information which they would have been entitled to give orally had they not been required to leave.

TITLE: APPLICATION FOR THE GRANT OF A NEW PREMISES LICENCE - LICENSING ACT 2003

Committee: Licensing (Statutory) Sub-Committee

Date: 28 July 2021

Author: Lin Bagwell, Licensing Officer

[W50]

1.0 PURPOSE/SUMMARY OF REPORT

1.1 To determine an application for the grant of a new premises licence in respect of Horsley Hale Farm, Horsley Hale, Littleport, Ely, Cambridgeshire, CB6 1ER.

2.0 RECOMMENDATION(S)

2.1 That Members consider the content of this report and all of the evidence provided during the hearing, and determine the application in accordance with the options contained in paragraph 4.2 of this report.

3.0 BACKGROUND/OPTIONS

3.1 Premises History

The premises is a rural Glamping site just outside Littleport offering short stay holiday accommodation in Bell Tents, Safari Tents and Yurts in what were previously grazing paddocks to the East of Horsley Hale Farm. Guests also have access to six acres comprising further paddocks, meadow, wooded areas and lakeside gardens.

In addition to the above, the venue hosts occasional private events, mainly wedding receptions, in a marquee on the property. Since 2017, nineteen Temporary Event Notices have been served on the Licensing Authority for the provision of regulated entertainment and the sale of alcohol for these events.

Details of the new application

3.4 On 7th June 2021 Horsley Hale Farm Ltd applied for a Premises Licence under section 17 of the Licensing Act 2003 for Horsley Hale Farm, Horsley Hale, Littleport, Ely, Cambridgeshire, CB6 1ER (**Appendix 1**). The application was served on the responsible authorities and advertised in accordance with the regulations of the Licensing Act 2003.

3.5 The application proposes to convert the check-in office at the site entrance to a shop selling alcohol, beverages and snacks to overnight-stay guests, and for occasional film shows for up to thirty overnight-stay guests to take place in a stable-style structure with temporary bar. The application also proposes occasional private events of up to 250 guests to take place in a temporary

marquee with internal bar. To support this the applicant has applied for a premises licence that requests the following:

Table 1

Licensable Activity	Proposed Hours
Sale by Retail of Alcohol for consumption on and off the premises	08:00 to 00:00 Monday to Sunday For sale of alcohol in site shop
	12:00 to 00:00 Monday to Sunday For sale of alcohol in cinema and at marquee events
Late Night Refreshment (indoors)	23:00 to 00:00 Monday to Sunday For late night refreshment in cinema and at marquee events
Live Music (indoors), Performances of Dance (indoors), Anything similar to Live Music, Recorded Music and Performance of Dance (indoors)	12:00 to 23:00 Monday to Sunday For regulated entertainment at marquee events
Films (indoors)	12:00 to 00:00 Monday to Sunday (cinema room)
Recorded Music (indoors)	12:00 to 00:00 Monday to Sunday at marquee events with background recorded music only permitted from 23:30 to 00:00 hours at marquee events
Opening Hours	00:00 to 00:00 Monday to Sunday

- 3.6 The plans of the premises can be found at **Appendix 2**.
- 3.7 The applicant has offered steps that they are willing to take to promote the licensing objectives. These can be found in **Appendix 3** to this report.
- 3.8 Late Night Refreshment has been completed to say that food will only be provided from inside the premises. This is not to be confused with the consumption of the food which would be able to take place on and off the premises, unless conditions were added to prevent such an action.
- 3.9 The existence of planning permission is not a matter for licensing to be concerned with when determining an application.

Relevant Representations

- 3.9 During the consultation period the Licensing Authority received a valid representation from the Senior Licensing Officer on behalf of the Licensing

Authority (**Appendix 4**). No other representations were received from any other responsible authorities.

- 3.10 A total of 8 valid representations were received from other persons permitted by the Licensing Act 2003 to submit representations. During the consultation period 3 of the valid representations were withdrawn. The remaining 5 representations can be found at **Appendix 5**.
- 3.11 At the time of writing this report the applicant has agreed to have the proposed conditions, put forward by the Senior Licensing Officer (table 2 below), added to their licence, should Members be minded to grant a licence.
- 3.12 No further agreement has been reached between the applicant and the 5 other persons with outstanding representations.

Table 2

1)	New condition 1: Alcohol may only be sold for consumption on the premises from the bars located in the cinema, café/shop building, and the marquee (during the permitted events mentioned in condition 5), but only to persons staying overnight at the premises, or attending one of the permitted events mentioned in condition 5.
2)	New condition 2: Alcohol may only be sold for consumption off the premises from the bars located in the cinema, café/shop building, temporary pop-up bar indicated on the plans, and the marquee (during the permitted events mentioned in condition 5), but only to persons staying overnight at the premises, or attending one of the permitted events mentioned in condition 5.
3)	New condition 3: Late Night Refreshment may only be sold/supplied to persons staying overnight or attending one of the permitted events mentioned in condition 5.
4)	New condition 4: The performance of film shall be restricted to the location marked cinema on the plan, and attendance to the cinema will be restricted to guests who are staying at the premises overnight.
5)	New condition 5: On up to 15 occasions a year, the regulated entertainment stated on this licence, sale of alcohol, and late night refreshment will be permitted to occur for up to 250 guests in the temporary marquee shown on the plan, within the times permitted on this licence, at all other times the number of guests having access to licensable activities on the site will not exceed the available overnight accommodation level.

4.0 CONCLUSIONS/DETERMINATION OF APPLICATION

4.1 Members are obliged to determine this application with a view to promoting the licensing objectives which are:

- The prevention of crime and disorder
- The prevention of public nuisance
- Public safety
- The protection of children from harm

In making their decision Members are also obliged to have regard to the Statutory Guidance issued under Section 182 of the Licensing Act 2003 and the Council's Statement of Licensing Policy. Should Members depart from either they must specify their reasons for doing so. Members must also take into account the information contained within this report, and the evidence submitted, both written (if submission of such information is agreed by all parties at the hearing) and orally during the hearing.

4.2 Members can determine the premises licence application as follows:

- a) to grant the premises licence subject to:
 - (i) the conditions that are consistent with the operating schedule accompanying the application modified to such extent as Members consider appropriate for the promotion of the licensing objectives; and
 - (ii) any mandatory conditions that must be included in the licence;
- (b) to exclude from the scope of the licence any of the licensable activities to which the application relates;
- (c) to refuse to specify a person in the licence as the premises supervisor; or
- (d) to reject the application.

4.3 Members are asked to note that they may not modify or impose new conditions, or reject the whole or part of the application merely because they consider it desirable to do so. It must actually be **appropriate** to do so in order to promote the licensing objectives, and any such step must relate to the actual representations made.

4.4 In determining the premises licence application, Members must provide the reasons for their decisions, and consider their responsibilities under the Human Rights Act 1998, when balancing the rights of the applicant and the rights on those who may be affected.

4.5 Any decision taken must be **appropriate and proportionate** to the objective being pursued. In particular the following should be taken into consideration:

Article 6 – the right to a fair hearing

Article 8 – respect for private and family life

Article 1, First protocol – peaceful enjoyment of possessions (which can include the possession of a licence)

Article 14 – the right to freedom from discrimination.

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

- 5.1 The cost of convening a Licensing (Statutory) Sub-Committee to determine an application is covered by the fees paid by licence applicants.
- 5.2 Should there be a decision to modify the premises operating schedule, exclude a licensable activity from the scope of the licence, refusal to specify a person as the designated premises supervisor or reject the application, the applicant can appeal to the Magistrates' Court. There will be costs associated with this process. The right of appeal is 21 days from the date of notification of the decision.
- 5.3 Any party who made relevant representations in relation to the application may appeal the decision. There will be costs associated with this process. The right of appeal is 21 days from the date of notification of the decision.
- 5.4 Equality Impact Assessment (EIA) is not required, as this does not relate to a service provided by the Council or a decision on a change of policy, but an application for a licence by an individual/ organisation.

6.0 APPENDICES

- 6.1 Appendix 1 Application form
- 6.2 Appendix 2 Plan of the premises
- 6.3 Appendix 3 Offered conditions as part of the operating schedule
- 6.4 Appendix 4 Representation from Stewart Broome, Senior Licensing Officer
- 6.5 Appendix 5 Representations from other persons

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
Licensing Act 2003	Room SF208	Lin Bagwell
Guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003, April 2018	The Grange Ely	Licensing Officer 01353 616477 Lin.bagwell@eastcambs.gov.uk

ECDC Statement of
Licensing Policy 2021

**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 [REDACTED]

(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 Horsley Hale Farm Horsley Hale Littleport Ely CB6 1ER			
Post town	Ely	Postcode	CB6 1ER

Telephone number at premises (if any)	[REDACTED]
Non-domestic rateable value of premises	

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)

M <input type="checkbox"/>	Mr <input type="checkbox"/>	Mi <input type="checkbox"/>	M <input type="checkbox"/>	Other Title (for example, Rev)
r	s	ss	s	
Surname			First names	
Date of birth		I am 18 years		Please tick yes
old or over				
Nationality				
Current residential address if different from premises address				


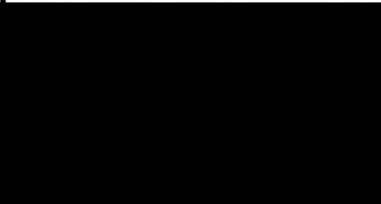
Post town		Postcode	
Daytime contact telephone number			
E-mail address (optional)			

SECOND INDIVIDUAL APPLICANT (if applicable)

M <input type="checkbox"/>	Mr <input type="checkbox"/>	Mi <input type="checkbox"/>	M <input type="checkbox"/>	Other Title (for example, Rev)	
r	s	ss	s		
Surname			First names		
Date of birth old or over		I am 18 years		<input type="checkbox"/>	Please tick yes
Nationality					
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	
Address	

Registered number (where applicable) [REDACTED]
Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company
Telephone number (if any) [REDACTED]
E-mail address (optional) [REDACTED]

Part 3 Operating Schedule

When do you want the premises licence to start?

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

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please give a general description of the premises (please read guidance note 1)

The premises is a rural Glamping site just outside Littleport offering short stay holiday accommodation in Bell Tents, Safari Tents and Yurts in what were previously grazing paddocks to the East of Horsley Hale Farm. In addition to the accommodation, guests have access to six acres comprising further paddocks, meadow, wooded areas and lakeside gardens.

It is proposed to convert the check-in office at the site entrance to a shop selling alcohol, coffee and snacks to booking guests from 08:00 to 00:00 hours Monday to Sunday.

Occasional film shows for up to thirty booking guests to take place in the stable style structure with temporary bar providing Films and Sale of Alcohol from 12:00 to 00:00 hours Monday to Sunday.

Occasional Private events of up to 250 guests to take place in the temporary marquee with internal bar providing licensable activities Monday to Sunday for:

- regulated entertainment activities from 12:00 to 00:00 hours
- on and off alcohol sales from 12:00 to 00:00 hours
- late night refreshment from 23:00 to 00:00 hours

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

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) | x |
| 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) | x |
| f) recorded music (if ticking yes, fill in box F) | x |
| g) performances of dance (if ticking yes, fill in box G) | x |
| h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) | x |

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

x

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

x

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"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon				Both	<input type="checkbox"/>
Tue				Please give further details here (please read guidance note 4)	
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)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	12:00	00:00	Please give further details here (please read guidance note 4) Film shows for up to 30 booking guests to be shown in the Stable Cinema	Both	<input type="checkbox"/>
Tue	12:00	00:00			
Wed	12:00	00:00	State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur	12:00	00:00			
Fri	12:00	00:00	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 (please read guidance note 6)		
Sat	12:00	00:00			
Sun	12:00	00:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4) Amateur local events. Displays for local clubs, school and groups.
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Tue			
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)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input type="checkbox"/>
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Thur					
Fri			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 (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 indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) Live music for marquee events/weddings		
Mon	12:00	23:00			
Tue	12:00	23:00	State any seasonal variations for the performance of live music (please read guidance note 5)		
Wed	12:00	23:00			
Thur	12:00	23:00	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)		
Fri	12:00	23:00			
Sat	12:00	23:00			
Sun	12:00	23:00			

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	X
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	12:00	00:00	Please give further details here (please read guidance note 4) Disco music at weddings/events	Both	<input type="checkbox"/>
Tue	12:00	00:00			
Wed	12:00	00:00	State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur	12:00	00:00			
Fri	12:00	00:00	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 (please read guidance note 6)		
Sat	12:00	00:00			
Sun	12:00	00:00	Background recorded music only permitted from 23:00 to 00:00 hours in marquees		

G

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	X
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	12:00	23:00	Please give further details here (please read guidance note 4) Cultural dance for weddings/events	Both	<input type="checkbox"/>
Tue	12:00	23:00			
Wed	12:00	23:00	State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur	12:00	23:00			
Fri	12:00	23:00	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)		
Sat	12:00	23:00			
Sun	12:00	23:00			

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		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input checked="" type="checkbox"/>
Mon	12:00	23:00		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	12:00	23:00	Please give further details here (please read guidance note 4) Anything not covered under A-G for marquee events		
Wed	12:00	23:00			
Thur	12:00	23:00	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri	12:00	23:00			
Sat	12:00	23:00	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 (please read guidance note 6)		
Sun	12:00	23:00			

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	<input type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	X
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon	08:00	00:00			
Tue	08:00	00:00			
Wed	08:00	00:00			
Thur	08:00	00:00			
Fri	08:00	00:00			
Sat	08:00	00:00			
Sun	08:00	00:00			
			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)		
			Sale of alcohol permitted from 12:00 to 00:00 hours in stable cinema + marquee events		
			Sale of alcohol in site shop permitted from 08:00 to 00:00 hours		

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	[REDACTED]
Date of birth	[REDACTED]
Postcode	[REDACTED]
Personal licence number (if known)	[REDACTED]
Issuing licensing authority (if known)	[REDACTED]

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give

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 checked="" type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 4) Provision of hot tea and coffee for cinema / marquee events		
Mon	23:00	00:00			
Tue	23:00	00:00	State any seasonal variations for the provision of late night refreshment (please read guidance note 5)		
Wed	23:00	00:00			
Thur	23:00	00:00	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)		
Fri	23:00	00:00			
Sat	23:00	00:00			
Sun	23:00	00:00			

rise to concern in respect of children (please read guidance note 9).

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	00:00	00:00	
Tue	00:00	00:00	
Wed	00:00	00:00	
Thur	00:00	00:00	
Fri	00:00	00:00	
Sat	00:00	00:00	
Sun	00:00	00:00	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 (please read guidance note 6)

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)

See Attached List

b) The prevention of crime and disorder

See Attached List

c) Public safety

See Attached List

d) The prevention of public nuisance

See Attached List

e) The protection of children from harm

See Attached List

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee. X
- I have enclosed the plan of the premises. X
- I have sent copies of this application and the plan to responsible authorities and others where applicable. X
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. X


- I understand that I must now advertise my application. X
- I understand that if I do not comply with the above requirements my application will be rejected. X
- [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 (please read note 15). X

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, if appropriate (please see note 15)
Signature	
Date	

Capacity	[REDACTED]
----------	------------

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	[REDACTED]
Date	[REDACTED]
Capacity	[REDACTED]

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)	
[REDACTED]	
Post town	Postcode
[REDACTED]	[REDACTED]
Telephone number (if any)	[REDACTED]
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)	
[REDACTED]	

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 (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:

- any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. 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.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. 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.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 9. 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 or the presence of gaming machines.
 10. Please list here steps you will take to promote all four licensing objectives together.
 11. The application form must be signed.
 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
 14. This is the address which we shall use to correspond with you about this application.

15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the

person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-

- evidence of the applicant's own identity – such as a passport,
- evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
- evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

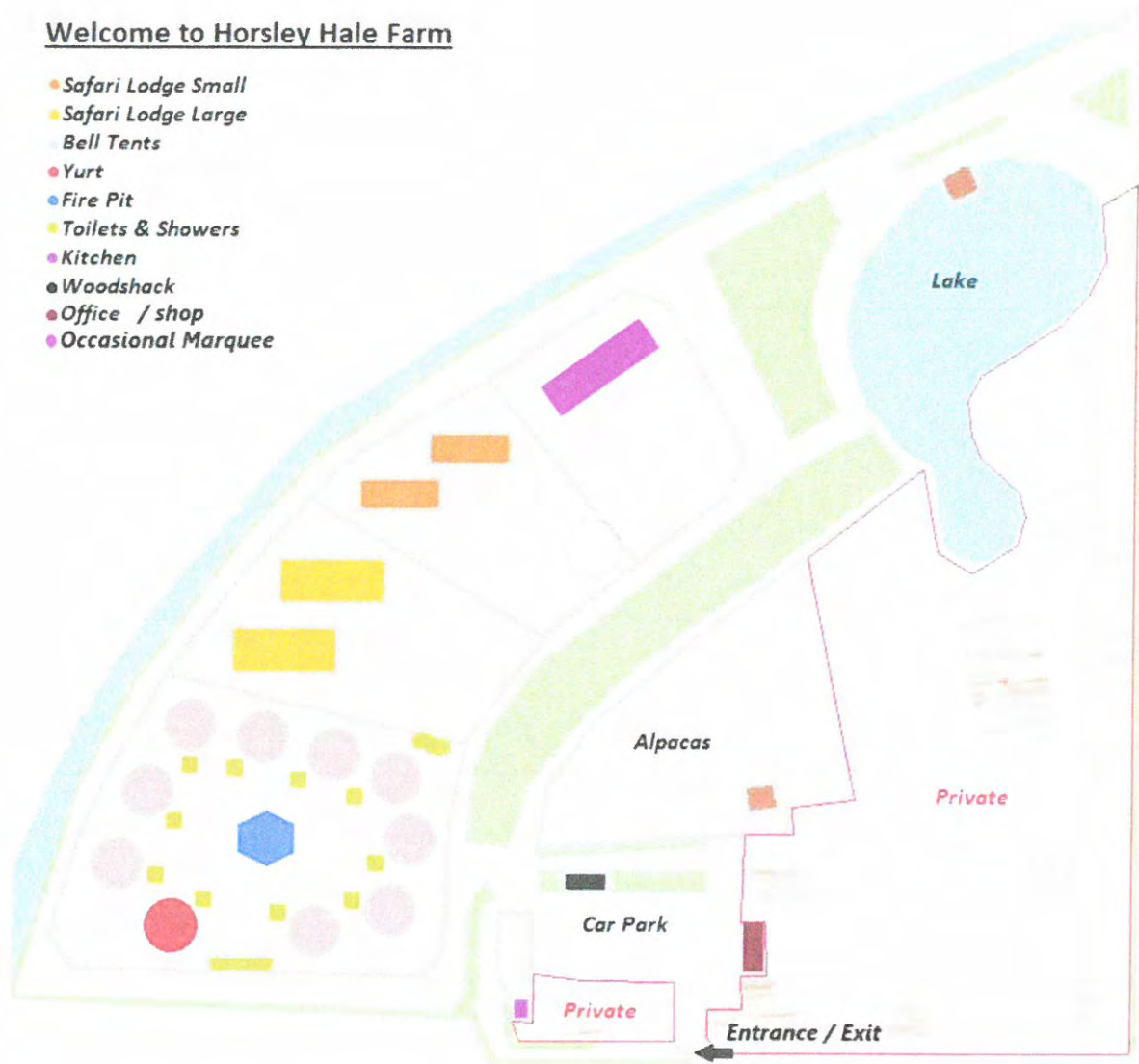
Full Site Plan

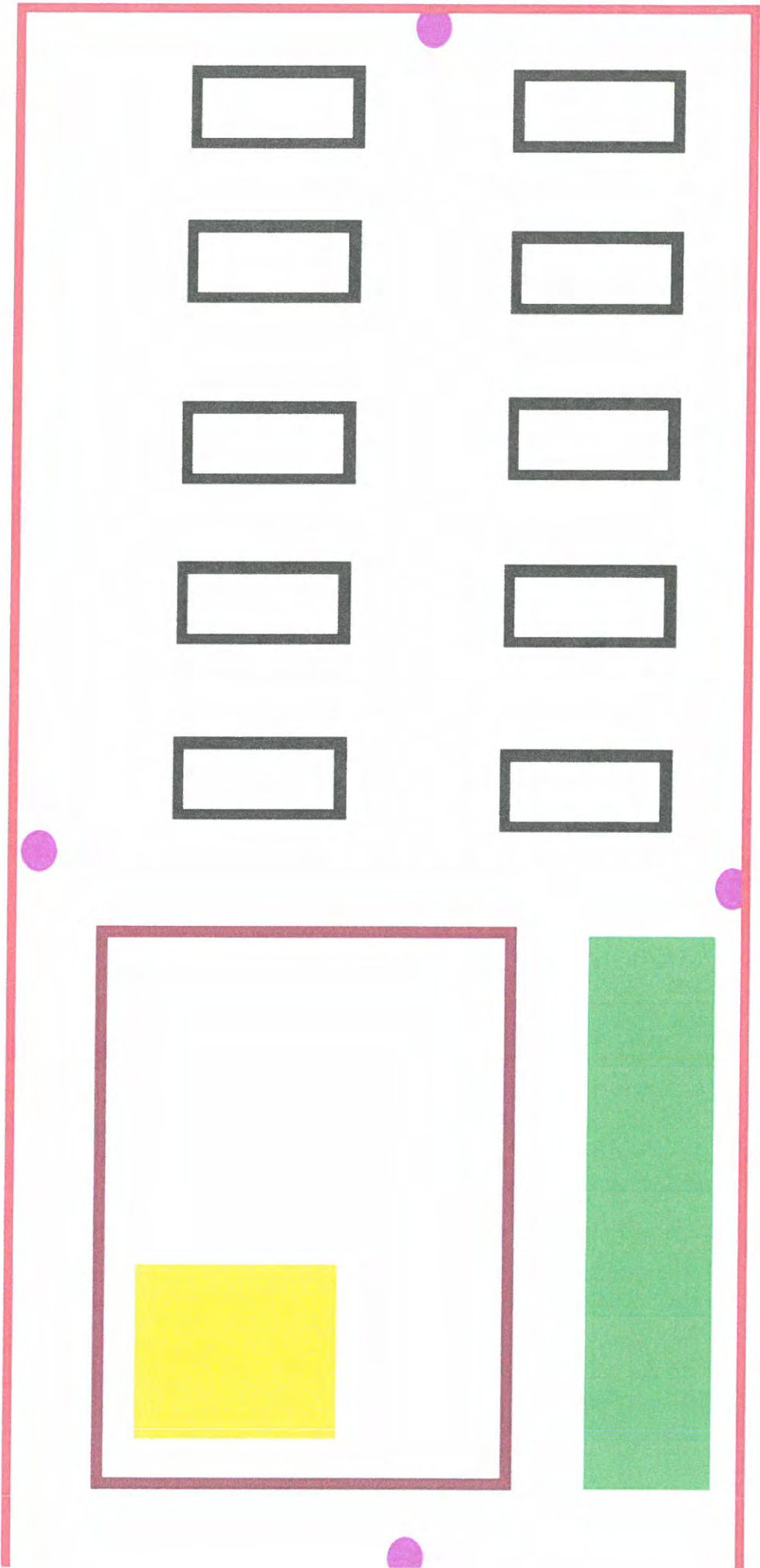










Welcome to Horsley Hale Farm

- Safari Lodge Small
- Safari Lodge Large
- Bell Tents
- Yurt
- Fire Pit
- Toilets & Showers
- Kitchen
- Woodshack
- Office / shop
- Occasional Marquee



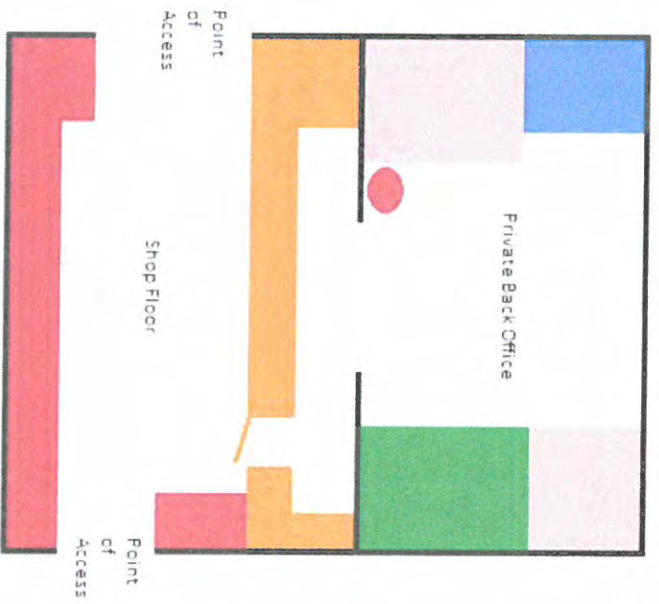


-  Tables
-  Bar
-  Dance Floor
-  Stage
-  Points of Access
-  Marquee Perimeter

Temporary Marquee Plan

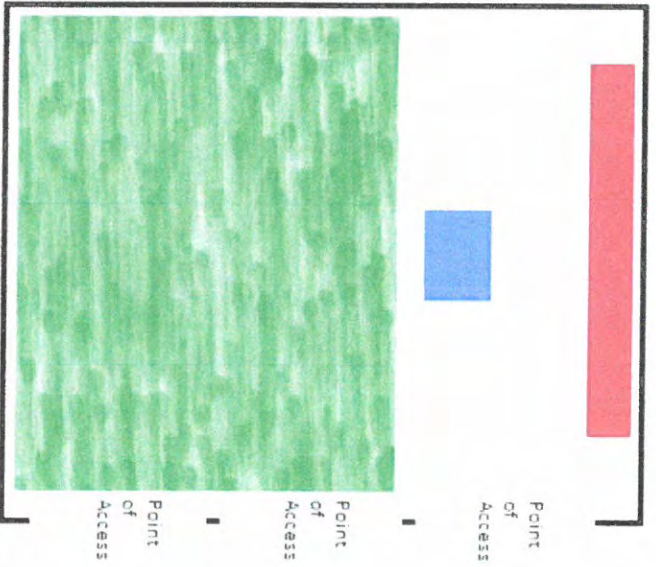
Proposed Cafe Plan

- Cafe Building Boundary
- Sink
- Storage
- Fridge and Freezer
- Service Counter
- Product Display
- Fire Extinguisher



Proposed Cinema Plan

- Cinema Building Boundary
- Screen
- Projector
- Open Space for Seating Options



APPENDIX 3

1. All staff engaged or to be engaged in the sale of alcohol on the premises shall receive the following training in age restricted sales with training records available for inspection by the police or other authorised officer on request.
 - induction training which must be completed and documented prior to the sale of alcohol by the staff member.
 - refresher/reinforcement training at intervals of no more than 6 months.
2. The designated premises supervisor shall authorise in writing the names of the staff members suitably trained to be responsible for the sale of alcohol at the premises in his/her absence.
3. Film shows for up to thirty booking guests to take place in a stable style structure with temporary bar providing film shows and sale of alcohol from 12:00 to 00:00 hours Monday to Sunday.
4. Horsley Hale Farm glamping site shop to be licensed for off sales of alcohol from 08:00 to 00:00 hours Monday to Sunday
5. Private events of up to 250 guests to take place in the temporary marquee with internal bar providing licensable activities Monday to Sunday for:
 - regulated entertainment activities from 12:00 to 00:00 hours
 - on and off alcohol sales from 12:00 to 00:00 hours
 - late night refreshment from 23:00 to 00:00 hours
6. A risk assessment will be undertaken prior to each event to ensure that sufficient SIA registered security personnel are on duty on all occasions when an 'event' is taking place.
7. The premises licence holder shall ensure there is an effective means of two-way communication in place. This may include but not limited to mobile phones, two-way radios and other wireless and wired communications systems.
8. The terminal hour for the provision of amplified music in the marquee to be limited to 23:00 hours on any day, except for recorded background music only inside the marquee to be permitted until 24:00 hours. Any background music after 23:00 hours shall not be audible outside the boundary of the site.
9. Noise or vibration from licensable activities must not emanate from the field or marquee so as to cause a nuisance at nearby properties.
10. Aural monitoring checks of noise levels to take place at least once during an event involving regulated entertainment and appropriate measures to be taken to ensure compliance with conditions 8 and 9 above.
11. A written record of these monitoring inspections to be maintained to include the name of the person who conducted the monitoring, the monitoring positions, the date and time of the monitoring and the outcome of the monitoring. Such records to be made available on request from the Local Authority.
12. The use of external PA systems to be limited to essential or emergency use only and shall be in accordance with the detailed PA operating guidelines produced by the licensed premises.
13. The placing of refuse and empty bottles into outside receptacles shall not take place during the night-time hours between 21:00 and 07:00 to minimise disturbance to nearby properties.

APPENDIX 3

14. No external lights to be erected within the site (either freestanding or building-mounted) without the prior consent of the Local Planning Authority. Any lighting levels in the field to be controlled so no overspill into neighbouring gardens or glare may occur.
15. Clear and legible notices to be prominently displayed at all premises exits to request patrons to respect the needs of local residents and to leave the premises and surrounding area quietly.
16. A contact telephone number to be advertised at least 1 week before an external event either at the venue and/or on the website, where concerns and/or suggestions can be raised either before, during or after the proposed event. A written record of such calls and actions taken to be maintained.
17. The premises licence holder shall ensure that an age verification policy will apply to the premises whereby all bar staff will be trained to ask any customer attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form of identification that complies with any mandatory condition that may apply to this licence.
18. Illegal drugs and psychoactive substances will be prohibited items. Possession for use or supply will result in refusal of admission to, or ejection from the premises, this will be recorded, and report to the Cambridgeshire Constabulary (when necessary). A zero-tolerance drugs policy will be devised at the premises and enforced during each event. Appropriate drug awareness staff training shall take place with training records maintained and made available on request to the Police or an Authorised Officer.
19. A Children & Vulnerable Adults Policy will be devised to include the management of any person under the influence of illegal drugs or psychoactive substances who is vulnerable.
20. Children will be allowed access to the licensed premises if accompanied by a responsible adult aged 18 years or over, unless an age-related entry restriction applies to the event. Certain events may be subject to age restrictions, for example, based on a film classification. Children shall remain the responsibility of their responsible adult at all times.
21. An incident book to record the refusal of alcohol sales and/or ejections from the premises to be maintained on the premises and this book to be made available on request to the police or an authorised officer.

Stewart Broome

From: Stewart Broome
Sent: 05 July 2021 20:57
To: Licensing
Cc: Lin Bagwell
Subject: Objection to the granting of the licence application: 21/00300/LIQ_02

Dear Lin

I write further to receiving the above application in my role as an authorised officer for the Licensing Authority in its role as a Responsible Authority.

Having reviewed the application, plans, and location, I have concerns that the scope of the licensable activity being sought is likely to undermine one or more of the licensing objectives if it were to be granted as applied for, and I must formally object to the granting of this licence as it stands.

Having spoken to the applicant, I can appreciate that the intention is to have two almost separate types of attendance, those that glamp, and those that attend occasional functions, but the lack of certain conditions and the lack of delineation in the plans would allow a far wider ranging licence to be obtained, which I believe would undermine the prevention of public nuisance, and prevention of crime and disorder objectives without the plans being clarified, and additional safeguards being placed on the licence by way of conditions.

To satisfy my concerns, I would like to see the following:

- Whilst the application suggests activities will occur in certain locations, the plans do not delineate where the different licensable activities will occur – The plans need to clearly show where the applicant intends to sell alcohol, hold entertainment, and sell hot food and drink. The form mentions a site shop selling alcohol, but from speaking to the applicant, this is actually the same location as the café? Having spoken to the applicant, I have suggested the following conditions be added to the licence to clarify where and to whom alcohol may be sold. The plans can then be amended to reflect these conditions.

New condition 1 – Alcohol may only be sold for consumption on the premises from the bars located in the cinema, café/shop building, and the marquee (during the permitted events mentioned in condition 5), but only to persons staying overnight at the premises, or attending one of the permitted events mentioned in condition 5.

New condition 2 – Alcohol may only be sold for consumption off the premises from the bars located in the cinema, café/shop building, temporary pop-up bar indicated on the plans, and the marquee (during the permitted events mentioned in condition 5), but only to persons staying overnight at the premises, or attending one of the permitted events mentioned in condition 5.

New condition 3 – Late Night Refreshment may only be sold/supplied to persons staying overnight or attending one of the permitted events mentioned in condition 5.

- Condition 3 – Appears to attempt to restrict the showing of films to those who are staying on site overnight, but this is not what it will do. I would ask that the condition be reworded to the following:
 3. The performance of film shall be restricted to the location marked cinema on the plan, and attendance to the cinema will be restricted to guests who are staying at the premises overnight.
- Condition 5 – There is no indication of the number of events likely to be held at the premises, without this, it is hard to determine whether the mitigation measures are adequate. Having spoken to the applicant, they do not intend to hold any more than 15 licensable events per annum, but wanted the flexibility not to have

to pay £21 for a TEN, and abide by the minimum notice periods. The applicant has indicated that they are happy to set the limit to 15 events per annum, therefore, I would like to propose the wording of condition 5 is amended to read:

5. On up to 15 occasions a year, the regulated entertainment stated on this licence, sale of alcohol, and late night refreshment will be permitted to occur for up to 250 guests in the temporary marquee shown on the plan, within the times permitted on this licence, at all other times the number of guests having access to licensable activities on the site will not exceed the available overnight accommodation level.

Kind regards

Stewart.

Stewart Broome
Senior Licensing Officer
East Cambs District Council
The Grange
Nutholt Lane
Ely
CB7 4EE
01353 616287

Pay, report, apply online 24 hours a day



From: Nigel Graver

Sent: 05 July 2021 22:36

To: Licensing <Licensing@eastcambs.gov.uk>; PLServices <plservices@eastcambs.gov.uk>; "jo.webber@eastcambs.gov.uk david.ambrose-smith"@eastcambs.gov.uk"; stephen.mp@parliament.uk

Subject: [EXTERNAL] Re: Ref No. 21/00300, Horsley Hale Farm, Littleport

Licensing and Planning

Re: Ref No. 21/00300, Horsley Hale Farm, Littleport

Would like to make you aware we are a neighbouring house to this above campsite who has put in an application for a outdoor alcohol and entertainment license for up to 250 people, 7 days a week from mid-day to midnight. We never received a letter or saw it advertised on a telegraph pole. We found out through another neighbour today and we would like to raise our concerns and object to this License Application. We did try and do this through our self service account but was unable to get in, therefore we are sending you this e-mail which is acceptable re. UK Gov.

- Concerns over loss of privacy - volume of cars taking a wrong turning and using our driveway to turn around and knocking on our door asking directions, we already get this.
- The volume of noise from the music and the volume of noise from people partying in large volumes.
- We choose to live where we do, to be in a rural and quiet location.
- The wildlife would definitely suffer. There is no regards for the wildlife like deers, foxes, swans, etc which we love to see on our beautiful tranquil walks, the wildlife attracts birdwatchers and photographers who love and respect the countryside like us.
- We reguarly walk the byway of Horseley Hale and do not want to see any wildlife loss, littering, people/cars on the rural byway.
- Where would 250 cars park? seiously.
- How will the rural drove/byway tolerate such volumes of cars? Would cause congession and dangerous driving on the A10 when turning into and out of Horsley Hale too, extra pollution?
- Damage to farmers crops. Smoking/cigarette butts near to trees/hedges/fields, likely to cause a fire?
- Worried it is going to attract the wrong type of people, drugs, knives, randam attacks, burgaries, etc.
- Worried it will cause an accident or unwanted incident if people leave the venue who have been partying/inhaled drugs/drunk alchol to walk into the village to get to the station especially 11pm/12am time.
- Concerned about it being 7 days a week, the odd weekend we cope with a party/wedding happening. This application is for a totally different set-up.
- Worried it will cause too much noise, fireworks, especially during the summertime when we will want to enjoy our own garden and being outside but will only hear noise.
- Worried it will encourage crime etc.
- Annoyed and concerned that the application has been hid on your webpage, extremely difficult to find, why has it been hidden? Why no letter informing us of this application? Would you and the people on the committee want this on your doorstep seven days a week?
- Doesn't a **full planning application** need to be done before this can proceed?
- Have the police been informed and do they have the man power to cope with the disorder?

If this is passed (behind closed doors) I will need all the councilers phone numbers so I can ring them at 1am to inform them of the noise etc off cars, shouting, fireworks, etc.

This is an objection. Dated 05/07/2021

Nigel and Tina Graver

From: David Kendall
Sent: 06 July 2021 11:19
To: PLServices <plservices@eastcambs.gov.uk>
Subject: Re: [EXTERNAL] Planning app 21/00300/liq_02

David Kendall

REF: 21/00300/liq_02

Comments:

We concerned about noise levels from the premises, as our house is within earshot of the site.
Traffic is also of concern, access to this site will be via a poorly lit stretch of national speed limit road,
with no traffic calming measures.

Best regards

David

Mr and Mrs Alec and Shirley Gott

The Crofts

5 Hale Fen

Littleport

Ely

Cambs

CB6 1EN

Monday 5th July 2021

Dear Lin Bagwell,

RE: Licence Application 21/0030/LIQ_02, Horsley Hale, Littleport

We wish to register an objection to this licence application.

We live across from the site at Horsley Hale at 6 Hale Fen. We can currently hear noise across the fields when weddings/events are held. We would not want to see this allowed 7 days a week. The increased noise is not in keeping with this fenland rural environment and we would find more noise disturbance on a regular basis unacceptable. We understand the licence will grant the site live music and recorded music Monday to Sunday 12.00 – 23.00 (live music) and 00.00 (recorded music).

The licence will potentially increase vehicles visiting the site due to the addition of extra licensed days and a cinema. The hours for the film extension being Monday to Sunday 12.00-00.00. Any increase in traffic on this narrow, single carriageway access road would not be suitable, particularly treacherous late at night with no street lighting. Vehicles potentially leaving the site late at night will create noise and light disturbance to residents. The road is used as access to houses and agricultural land. It is difficult when large agricultural vehicles meet cars. Any increase in vehicles will be highly unsuitable. Our son uses this road to access rented farmland and the road is not suitable for two-way traffic in larger numbers.

Access from the A10 to Horsley Hale and vice versa is not good now. Already there have been accidents at this point including one earlier this year which involved an air ambulance being called – this was in the middle of the day in good conditions. Any extra vehicles using this access in compromised conditions would be in greater danger. Highways must be consulted on the suitability of this site attracting further traffic and using this turning for the safety of road users.

Yours sincerely

Mr and Mrs Gott

Encs: Representation form for other persons



**THE LICENSING ACT 2003
REPRESENTATION FORM FOR OTHER PERSONS**

An 'other person' is any individual, body or business entitled to make representations to licensing authorities in relation to applications for the grant, variation, minor variation or review of premises licences and club premises certificates regardless of the geographic proximity to the premises.

Full name	Alec and Shirley GOTT
Title	Mr and Mrs
Postal address (inc post code)	The Crofts, 6 Hale Fen, Littleport, Cambs CB6 1EH
Contact telephone number	[REDACTED]
Mobile telephone number	[REDACTED]
Email address	[REDACTED]

Name of premises you are making a representation about	Horsley Hale Farm Ltd
Address of the premises you are making a representation about	Horsley Hale, Littleport, CB6 1ER.

This section is about your representation which must relate to one or more of the Licensing Objectives.
Please detail the evidence supporting your representation under the relevant headings, the reason for raising the representation and include all matters you wish to be considered (use additional sheets if necessary).
When considering representations the Licensing Authority may take into account documentary evidence or other information produced by 'other persons' either before the hearing or, with the consent of all parties, at the hearing.

Which licensing objective(s) does your representation relate to?	Detail the evidence supporting your representation, or the reason(s) for your representation (use additional sheets if necessary)
The prevention of crime and disorder Where alcohol is readily available to purchase, sadly anti-social drinking/behaviour will follow. This is a rural setting unsuitable for drinking on a regular basis.	Public safety There will be increased vehicles to the site. The single carriageway is unsuitable for greater vehicle access as is the junction with the A10. There have already been accidents here, one involving an air ambulance this year and closure

temporarily of A10. This will increase the volume of vehicles and thus possibility of accidents.

The prevention of public nuisance
Noise. If allowed to hold events
7 days a week until midnight,
noise will be regular. Can currently
hear weddings across fields. Would
not want frequency of this increased.

The protection of children from harm
This is a 'glamping' site currently.
Children presumably staying with
families. Is it appropriate that
alcohol would be available from
8am in the shop and 12 in cinema
+ marquee 7 days a week.

Suggested conditions that could be added to assist the Licensing Authority in determining this application, or other suggestions you would like the Licensing Authority to take into account (use additional sheets if necessary)

The license should remain in place that is current.
Alcohol should only be available to purchase at a marquee
event such as a wedding.

To grant a wider 7 days a week license is to open the site
up to other uses other than the purposes of camping and
occasional weddings/events.

Would want to see further restrictions placed on licence to make it

If the Licensing Authority considers that relevant representations have been raised, a mediation meeting between the relevant parties (if all agree) may be arranged to try to reach a settlement. If this informal process is unsuccessful a hearing before the Licensing Sub-Committee will be arranged unless all representations are withdrawn.

All representations in their entirety will be disclosed to the applicant for a premises licence or club premises certificate

Signed

Please print designation [redacted] A. G. H. A. S. A. GOTT.

Please return this form along with any additional sheets to:

Licensing Team
Environmental Services
East Cambridgeshire District Council
The Grange
Nutholt Lane
Ely
CB7 4EE

Telephone: 01353 665555

Email: licensing@eastcambs.gov.uk

This form must be returned within the statutory period, which is 28 days from the day after the day on which the applicant served the application on the Licensing Authority.

Due to tight timescales involved and to assist the determination of the application process any representations should be forwarded to the Licensing Authority as soon as possible and preferably within 14 days of notification of the application.

If in any doubt, please contact the Licensing Team as above.

clear what the licence is for.

Butchlands,
Horsley Hale
Littleport
ELY
Cambs CB21 2ER

PETER JACK PADGETT
VALERIE PADGETT

RE: LICENCING APPLICATION

MR. STUART HUTTON, HORSLEY HALE
FARM 2.

With reference to the above application we are very worried about the stated hours of the Licence this seems extreme and the number of people, the infrastructure will not sustain such a volume of traffic. It is a single track road very bad turn in off the A10 which is a fast road and drivers do not slow down when turning in. There are no passing places on the road for drivers to pull off. These worries are late coming in as we weren't informed about this application by anyone.

cc. Planning Dept
Environmental Health
Domestic

Yours Faithfully
P.J. Padgett

P.S. MR. PADGETT has been a resident
in Horsley Hale for 74 years.

MRS PADGETT for 47 years

This was once a lovely peaceful road
but no longer.

EAST CAMBRIDGESHIRE
- 5 JUL 2021 DMS
DISTRICT COUNCIL

Mrs Nicola King
38 Ten Mile Bank
Littleport
CB6 1EF

Lin Bagwell
Licensing Officer (Enforcement)
East Cambridgeshire District Council
The Grange
Nutholt Lane
Ely
CB7 4EE

EAST CAMBRIDGE
NO CHRG.
- 6 JUL 2021 DMS
DISTRICT COUNCIL

05/07/2021

Dear Ms Bagwell

REF : 21/00300/LIQ_02 Horsely Hale Farm Ltd
Horsley Hale Littleport Ely Cambridgeshire CB6 1ER

Following my correspondence on this matter by email , as you know I have been unable to comment on the licencing application online as the online form consistently returns an error message . You have kindly directed me to submit my objection in a formal letter. What concerns me is the online issue means others wishing to comment may also have found themselves unable to comment on this license application by the deadline.

My objection is based on my concern that this new licence may increase the possibility of public nuisance for the many dwellings nearby (and within sound carrying distance as it is on the fen) , including my own, and present public safety issues.

Prevention of public nuisance

I am particularly concerned about noise nuisance as this already happens occasionally when an entertainment event is held at Horsely Hale Farm . It is the outdoor nature of these events and the 'tented' roof arrangements of the marquee facilities , which means the noise carries very easily across the Fen reaching properties along the Ten Mile Bank, Littleport and Hale Fen. In past years the noise has been very disruptive as a result of amplified sounds playing late into the evening during events. Other performance venues are insulated so that you cannot hear what is going on inside from hundreds of yards away, so I feel extended hours will have on nearby residents or those enjoying the surrounding outdoors . I don't feel I should be able to hear what people are saying/singing from my house, and have to close the window on a summer night . If by applying for this new licence, it is the applicants intention to hold more frequent events at Horseley Hale Farm with more people attending for longer hours , the noise nuisance would not be tolerable.

Crime and Disorder

Additionally, depending on the nature of such events, I would be concerned about the possibility of an increase in low level disorder when guests are leaving the premises after film shows and music events or retiring to the onsite tented communities, as once again the noise would carry and be difficult to manage. It is big concern that alcohol will be available for long hours 12:00-00:00 Monday -Sunday to potentially 250 people - who will then disperse from the site. I am also concerned that guests/visitors may 'wander' onto neighbouring tracks and farmers fields to get home, congregate in these areas and leave rubbish as they do. There are no pavements into the village and the premises is close to two rail crossings which could present dangers if guests walk from the venue trying to find local transport to get home. I am concerned guests may walk along the A10 to access Littleport village and rail station and this could add to anti-social behaviour with large groups gathering.

Public safety

I am also concerned about traffic hazards presented by a flow of visitors to the premises turning on and off of the A10 Littleport bypass at Horsely Hale Farm which is a small narrow junction to negotiate with no traffic management protection or street lighting. Queues or traffic at a standstill waiting to turn affect traffic on the bypass. The turning of the A10 is an obscured junction and the road surface is in poor repair. At present it is only accessed by light traffic, but I am concerned that an increase in visitor traffic could lead to accidents. I am concerned about pedestrian access and traffic management as the approach roads are narrow lanes and tracks with soft verges and no road markings or street lights, these are the only paths that local walkers and bikes can use and more traffic on them is hazardous.

I would be grateful if the Licensing team would consider my objection.

Regard:

Mrs Nicola King
38 Ten Mile Bank, Littleport CB6 1EF