

LICENSING ACT 2003 SUB COMMITTEE MEETING

Date: Friday 13 April 2018
Time: 10.00 am
Venue: Town Hall, High Street, Maidstone

Membership:
Councillors Garten, Mrs Joy and Naghi

Substitute: Councillor Newton

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

AGENDA

Page No.

1. Disclosures by Members and Officers
2. Disclosures of Lobbying
3. To consider whether any items should be taken in private because of the possible disclosure of exempt information
4. Application for a premises licence under the Licensing Act 2003 for Ramblin Man Fair, Parts of Mote Park, Maidstone 1 - 43

ALTERNATIVE FORMATS

The reports included in Part I of this agenda can be available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact Democratic Services on democraticservices@maidstone.gov.uk or 01622 602743**. To find out more about the work of the Committee, please visit www.maidstone.gov.uk

Issued on Thursday 5 April 2018

Alison Broom

Alison Broom, Chief Executive

Agenda Item 4

Agenda Item No: 1 - Summary of Report

Licence Reference: 18/00498/LAPRE

Report To: LICENSING SUB – COMMITTEE
(UNDER THE LICENSING ACT 2003)

Date: 3 APRIL 2018

Report Title: PARTS OF MOTE PARK, MAIDSTONE

Application for: A premises licence under the Licensing Act 2003

Report Author: Lorraine Neale

- Summary:**
1. The Applicant – Spirit Of Rock Ltd for Ramblin Man Fair
 2. Type of authorisation applied for: A premises licence under the Licensing Act 2003 for the period Friday 29 June to Sunday 1 July 2018.
 3. Proposed Licensable Activities and hours: (Appendix A)

			Main Arena	Glamping Area	VIP Area
B	Films (Indoors & Outdoors)	Fri Sat Sun	----- 11:00 - 23:00 11:00 – 22:30	12:00 – 01:00 12:00 – 01:00 12:00 – 00:00	
D	Boxing & Wrestling (Indoors & Outdoors)	Sat Sun	11:00 – 23:00 11:00 – 22:30	----- -----	
E	Live Music (Indoors & Outdoors)	Sat Sun	11:00 – 23:00 11:00 – 22:30	12:00 – 00:30 12:00 – 00:00	
F	Recorded Music (Indoors & Outdoors)	Fri Sat Sun	----- 11:00 – 23:00 11:00 – 00:00	12:00 – 00:30 11:00 – 00:30 11:00 – 00:00	----- 23:00 – 00:30 22:30 – 00:00
G	Performance of Dance (Indoors & Outdoors)	Sat Sun	11:00 – 23:00 11:00 – 00:00	----- -----	23:00 – 00:30 22:30 – 00:00
I	Late Night Refreshment (Indoors & Outdoors)	Fri Sat Sun	----- ----- -----	22:00 – 00:30 23:00 – 00:30 22:30 – 00:00	22:00 – 00:30 23:00 – 00:30 22:30 – 00:00
J	Supply of Alcohol	Fri Sat Sun	----- 11:00 – 23:00 11:00 – 00:00	12:00 – 00:30 11:00 – 00:30 11:00 – 00:00	----- 23:00 – 00:30 22:30 – 00:00
L	Opening Hours (Whole Premises)	Fri Sat Sun	12:00 – 00:30 11:00 – 00:30 11:00 – 00:00	----- ----- -----	----- ----- -----

Affected Wards: High Street – East & Shepway North
The park is also bounded by the wards of Boxley, Detling & Thurnham, Bearsted & Downswood & Otham

Recommendations: The Committee is asked to determine the application and decide whether to grant the premises licence.

Policy Overview: The decision should be made with regard to the Secretary of State's Guidance and the Council's Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from Policy or Guidance the departure must be directed solely at the attainment of the licensing objectives, and that such departure be supported by proper reasons.

Financial Implications: Costs associated with processing the application are taken from licensing fee income.

Other Material Implications: **HUMAN RIGHTS:** In considering this application it is appropriate to consider the rights of both the applicant and other parties, such as “**responsible authorities**” and/or “**other persons**” (objectors). The procedure for determining licences has a prescribed format to ensure fair representation of the relevant facts by all parties.

LEGAL: Under the Licensing Act 2003 the **Licensing Authority** has a duty to exercise licensing control of relevant premises.

Background Papers: Licensing Act 2003
DCMS Guidance Documents issued under section 182 of the Licensing Act 2003 as amended
Maidstone Borough Council Statement of Licensing Policy

Contacts: Mrs Lorraine Neale at: lorraineneale@maidstone.gov.uk – tel: 01622 602028

Agenda Item No. 1

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Contacts: Mrs Lorraine Neale at: lorraineneale@maidstone.gov.uk – tel: 01622 602028

Report Title: PARTS OF MOTE PARK, MAIDSTONE

Application to: For a premises licence under the Licensing Act 2003. (Appendix A).

Purpose of the Report

The report advises Members of an application for a Premises Licence to be granted under the Licensing Act 2003, made by Spirit Of Rock Ltd for Ramblin Man Fair, in respect of the premises Parts of Mote Park, Maidstone, (Appendix B) in respect of which 3 objections have been received from other persons (Appendix C).

Issue to be Decided

1. Members are asked to determine whether to:
 - 1) grant as applied for
 - 2) grant with conditions
 - 3) exclude any licensable activity

4) reject the DPS

Responsible Authority /Interested Party	Licensing Objective	Associated Documents	Appendix
Mr Robin Giles	Public Nuisance	E-Mail	C
Mr Brian Chapman	Public Nuisance	Letter	C
E. Moira Thompson (Dr.) Edward J. Thompson (Prof.)	Public Nuisance	E-Mail	C

5) or reject the application

Background

- 2 The relevant sections are Part 3 S16 -24 of The Licensing Act 2003 and section 4 of The Licensing Act 2003 in particular the Licensing Objectives:
 - The prevention of crime and disorder;
 - Public Safety
 - The prevention of public nuisance; and
 - The protection of children from harm
3. The application has been correctly advertised in the local press and notices displayed at the premises for the required period.
4. There are no representations received from responsible authorities.
5. There are 3 representations from other parties.
6. The table below illustrates the relevant representations which have been received

The objections are that the granting of a premise licence would lead to an increased disruption to local residents. The event causes considerable noise nuisance to residents in the nearby vicinity and to households some distance away, it is believed that insufficient measures have been applied previously which have not alleviated the level of noise coming from the event.

- 9. Members are advised that applications cannot be refused in whole or in part, or conditions attached to the licence unless it is appropriate to do so to promote the licensing objectives.;**
- 10. The Operating Schedule submitted by the Applicant has addressed the licensing objectives in the following manner:**

a) General – all four licensing objectives:

1. Fence the event off from non-ticket holders.
2. Design a safe site for guests.
3. Put in place comprehensive security and stewarding operations.
4. Ensure we have trained bar staff and operate a Challenge 25 policy
5. Have on site medical facilities.
6. Put in place a detailed traffic management plan.
7. Put in place a noise management system.
8. Operate the event with a clear structure and experienced team..

b) The prevention of crime and disorder:

1. Put in place comprehensive security and stewarding operation with a reputable and licensed company.
2. Put in place a crowd management plan.
3. Ensure we have trained bar staff
- 4) Publish premises terms of entry and prohibited items at entrance

c) Public Safety:

For non attendees we will fence off the premises with security and an ID system in place at any entry point so they cannot access.

For attendees we will:

1. Design and risk assess the site for safe use.
2. Put in a security and stewarding system.
3. Operate the event with a clear structure and experienced team.
4. Provide on site medical facilities.
5. Ensure safe, free water is available.

d) The prevention of public nuisance:

1. Leaflet the local residents in advance with event info and an on the day telephone number for any issues.
2. Put in place a noise management system.
3. Clean the site every morning and through the day.
4. Put in place a traffic management plan.
5. Manage the medium sized campsites and make sure noise is kept to a minimum post 11 pm.

e) The Protection of children from harm:

There is no age restriction at the festival. Tickets are free to under-12's. 16's and under must be accompanied by a parent or guardian. Security will be briefed to watch out for children in distress or alone. We will have a lost/found child system in place. We will design the site with children's size in mind. We will have free and safe water on site.

The Community Protection Team submitted a representation on 7.3.2018 requesting the following additional conditions be added to the licence. (Appendix E)

- A noise management plan including procedures for monitoring levels during the event, the locations to be monitored, management authority for reducing sound levels and procedures for dealing with complaints will be sent to Licensing authority and the responsible authorities for inspection and comment at least 2 months in advance of the licensed event. Signs will request that departing customers respect the local area and neighbours.
- External lighting will be positioned so as to not cause nuisance to neighbouring or adjoining properties.
- The Licensee shall ensure that waste and refuse are removed in timely manner to a licensed waste facility.
- Up to 2300 hours music noise levels in 63Hz or 125Hz octave frequency bands shall not exceed 70dB in any 15 minute period at 2km and beyond. The monitoring points will be agreed with the Environmental Enforcement Team prior to an event.
- The Premises Licence Holder will make available a telephone number or numbers, staffed continually throughout the duration of the event, for members of the public to contact, in order for concerns relating directly to the event to be addressed immediately. This person will be located either on site or nearby i.e. in Mote Park.
- At least one contact telephone number must be provided to Maidstone Borough Council's Environmental Enforcement Team in advance of the event so that if complaints of noise nuisance, including those outside normal office hours, are received during any stage of the event, including the installation, appropriate instructions can be given to reduce noise levels.
- Music noise levels after 2300 hours shall be inaudible at the designated monitoring points agreed with the Environmental Enforcement Team. This includes music noise levels from the camping and glamping areas.
- Sound level monitoring equipment to monitor compliance with these conditions must be an IEC Type 1 Standard capable of providing a read-out in dB(A) in 60 seconds to 15 minute dB(A) Leq values. Measurements to be taken in compliance with BS744-1:2003 - Description and measurement of environmental noise.
- Where requested Noise measurements data shall be submitted to the Environmental Enforcement Team within 28 days of the end of each music event. This should be provided in 15 minute periods as per the requirements in the previous conditions.
- Suitable competent person(s) will be used to monitor and produce a post event report.
- The Music Noise Level (MNL), as described in section 3 of the Noise Council Code of Practice on Environmental Noise Control at Concerts, should not exceed 65dB(A) (Leaq 15min) at the agreed monitoring points set by the Environmental Enforcement Team.
- Both the camping and glamping areas will be staffed at all times by a SIA trained security who will manage noise emitting from these areas to reduce the risk of affecting neighbour properties.
- The use of personal stereos will be prohibited in the camping and glamping areas.

On the 19.3.2018 the applicant confirmed that they agreed to the additional conditions being attached to the licence and The Community Protection Team confirmed the withdrawal of their representation on 3.4..2018 (Appendix F)

11. Relevant sections of The Guidance issued under section 182 of The Licensing Act 2003;

Chapters 8 (8.42 onwards) & 9 Premises Licences & Determining Applications

Chapter 10 Conditions

Relevant policy statements contained in the Licensing Authority's Statement of Licensing Policy:

Relevant policy statements contained in **the Licensing Authority's Statement of Licensing Policy:**

17.19 – 17.22 Prevention of Public Nuisance

Prevention of Public Nuisance

The applicant will be expected to detail any appropriate and proportionate steps to prevent nuisance and disturbance arising from the licensable activities at the premises and from the customers using the premises.

The applicant will be expected to demonstrate that they have considered the following and included steps to prevent public nuisance:

- (i) Proximity of local residents to the premises
- (ii) Licensable activities proposed and customer base
- (iii) Hours and nature of operation
- (iv) Risk and Prevention of noise leakage from the premises from equipment, customers and machinery
- (v) Prevention of noise from customers leaving the premises and customer pick up points outside premises and from the Car Park.
- (vi) Availability of public transport to and from the premises
- (vii) Delivery and collection times and locations
- (viii) Impact of external security or general lighting on residents.
- (ix) History of management of and complaints about the premises.
- (x) Applicant's previous success in preventing Public Nuisance.
- (xi) Outcomes of discussions with the relevant Responsible Authorities.
- (xii) Impact of location, noise and contamination from outside smoking areas on neighbours and other customers

(xiii) Collection of litter arising from the premises

Steps to prevent public nuisance may include a range of options including noise limiting devices, sound insulation, wind down periods, acoustic lobbies, management of smoking areas etc.

Steps will differ depending on the individual premises and activities and it is for the applicant to ensure that reasonable, effective and appropriate steps are included within the operating schedule.

12. Options

Legal options open to members -

- 1) Grant the licence subject to such conditions as are consistent with the operating schedule accompanying the application.
- 2) grant the licence with MODIFIED conditions.
- 3) exclude any licensable activity applied for
- 4) refuse to specify a person in the licence as designated premises supervisor
- 5) REJECT the whole or part of the application

Members of the Licensing Act 2003 – Licensing Sub – Committee are reminded of their duty under section 17 of the Crime and Disorder Act 1998 to consider the crime and disorder implications of their decisions and the Licensing Authority’s responsibility to co – operate in the reduction of crime and disorder in the Borough

Section 17 of the Crime and Disorder Act 1988 states:

"Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those function on, and the need to do all that it reasonably can prevent, crime and disorder in its area”.

11. Implications Assessment

The decision should be made with regard to the Secretary of State’s Guidance and the Council’s Statement of Licensing Policy under the Licensing Act 2003. Where the decision departs from either the Guidance or the policy clear and cogent reasons must be given. Members should be aware that if such a departure is made the risk of appeal/challenge is increased.

12. Human Rights

While all Convention Rights must be considered, those which are of particular relevance to the application are:

- Article 8 – Right to respect for private and family life
- Article 1 of the First Protocol – Protection of Property
- Article 6(1) – Right to Fair Hearing

- Article 10 – Freedom of Expression

The full text of each Article is given in the attached Appendices

13. Conclusion

Members must ensure that the application is considered on its merits, as well as against the relevant guidance, policy and statutory framework.

14. List of Appendices

Appendix A	Application Form
Appendix B	Plan of Premises
Appendix C	Other persons representation
Appendix D	Plan of area
Appendix E	CPT representation
Appendix F	Applicants agreement to CPT reps & CPT Withdrawal of rep
Appendix G	Human Rights Articles
Appendix H	Order of Proceedings

15. Appeals

The applicant or any other person(objector) may appeal the Licensing Act 2003 Sub Committee's decision within 21 days beginning with the day on which the Appellant is notified. All/any appeals must be lodged with the Magistrates' Court. Parties should be aware that they MAY incur an Adverse Costs Order should they bring an appeal.

Contact: Email:	Senior Licensing Officer lorryneale@maidstone.gov.uk
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Janet Lockie

From: Uniform_Service_Request_Connector-Licensing@sevenoaks.gov.uk
Sent: 15 February 2018 16:04
To: Licensing
Subject: Uniform LI Connector: New Licensing application notification

LICENSING PARTNERSHIP
16 FEB 2018 SN
SEVENOAKS DISTRICT COUNCIL

A new Uniform Licensing application has been created by the Licensing Connector server.

Application Reference Value: 18/00498/LAPRE Application Type: LAPRE Application CaseType: NEW Application
Address: Mote Park Maidstone, Willow Way
Created: 15/02/2018 00:00:00
Message sent from host name WKIP-SOAP-15 by user LicensingConnectorService_LIVE at 15/02/2018 16:03:53.

You have been sent this message because your address is defined as a contact address in the Uniform Licensing Connector configuration. Contact your Uniform systems administrator if you no longer wish to receive this message.

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Licensing Authority: *The Licensing Partnership*Licensing Partnership
P.O. Box 182
Sevenoaks
Kent TN13 1GP

LICENSING PARTNERSHIP
16 FEB 2018
SEVENOAKS DISTRICT COUNCIL

Ref:

Application for a Premises Licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes found at bottom of Page 4 of this form.

Use the blank page at the end of the form to provide further details if necessary.

When it is complete you can submit the form directly to us - click on the Submit Form button.

You may wish to print and keep a copy of the completed form for your records.

For help information about filling in this type of electronic form, click on the help information button.

I / We 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

Post town

Post code

Telephone number of premises (if any)

Non-domestic rateable value of premises

£

If the premises is under construction please check here

If the premises hasn't been assigned a rateable value yet, please check here

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please make selection with an "x"

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

- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please make selection with an "x"

- 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)

You do not have to answer the questions in this section.

Title

Surname

First names

Are you 18 years or older?

- Yes
- No

Date of Birth

Nationality

Current postal address if different from premises address

Post Town

Postcode

Daytime contact telephone number

Email address (optional)

SECOND INDIVIDUAL APPLICANT (IF APPLICABLE)

Title

Surname

First names

Date of Birth
(you must be 18
years old or over)

Nationality

Current postal
address
if different from
premises address

Postcode

Post Town

Daytime contact telephone number

Email address
(optional)**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In case of a partnership or other joint nature (other than a body corporate), please give the name and address of each party concerned.

Name

Spirit of Rock Ltd

Address

**6th Floor Blackfriars House,
Parsonage,
Manchester,
M32JA**

Registered number (where applicable)

09679064Description of applicant (for example,
partnership, company, unincorporated
association etc.)**Private Limited Company**

Telephone number (if any)

REDACTED

E-mail address (optional)

gemma@rfsentertainment.co.uk

Part 3 - Operating Schedule

When do you want the premises licence to start?

29/06/2018

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

01/07/2018

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

14999

General description of premises (please read guidance note 1)

This is a two day, three stage live rock, country & blues music and culture festival with a medium amount of camping. The festival itself is situated in the west part of Mote Park with additional camping in Maidstone Cricket Ground and additional parking in Maidstone Grammar School.

To ensure compliance with the licencing onjectives we will leaflet the local area in advance with event info and on the day we will install and man telephone numbers for any issues. We will fence the event off from non- ticket holders, design a safe site for the guests, put in place a comprehensive security and stewarding operation. We will ensure that we have trained bar staff operating a Challenge 25 system which will be cleared signed. We will have onsite medial team and will put in place a detailed traffic management place and operate the event with a clear structure & experienced team.

We would like to apply for a capacity of 14999 excluding performers and staff.

What licensable activities do you intend to carry on from the premises?
(Please see sections 1 and 14 of the Licensing Act 2003 and Schedule 1 and 2 to the Licensing Act 2003)

Please check all relevant boxes

Provision of regulated entertainment (please read guidance note 2)

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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

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

In all cases complete boxes N, O and P

A

Plays Standard days and timings (please read guidance note 7)			Will the performance of a play take place indoors or outdoors or both - please make selection with an "x" (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4)	Both	
Tue					
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 make selection with an "x" (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4) Fri Glamping - 12:00 - 01:00 Sat Main Arena - 11:00 - 23:00 /Glamping - 12:00 - 01:00 Sun Main Arena - 11:00 - 22:30 /Glamping 12:00 - 00:00	Both	X
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur					
Fri	12:00	01:00	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	11:00	01:00			
Sun	11:00	00:00			

C

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4) State any seasonal variations for indoor sporting events (please read guidance note 5) 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 (please read guidance note 6)
Day	Start	Finish	
Mon			
Tue			
Wed			
Thur			
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 make selection with an "x" (please read guidance note 3).	
Day	Start	Finish	Indoors	Outdoors
Mon				
Tue				
Wed				
Thur				
Fri				
Sat	11:00	23:00		
Sun	11:00	22:30		

Please give further details here (please read guidance note 4)
Within the Main Arena only
Sat Main Arena - 11:00 - 23:00
Sun Main Arena - 11:00 - 22:30

State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)

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)

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 make selection with an "x" (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4) Sat Main Arena - 11:00 - 23:00 /Glamping - 12:00 - 00:30 Sun Main Arena - 11:00 - 22:30 /Glamping 12:00 - 00:00	Both	X
Tue					
Wed			State any seasonal variations for performance of live music (please read guidance note 5)		
Thur					
Fri			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)		
Sat	11:00	00:30			
Sun	11:00	00:00			

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 make selection with an "x" (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4) Fri Glamping - 12:00 - 00:30 Sat Main Arena - 11:00 - 23:00 / VIP Area Only 23:00 - 00:30 /Glamping - 11:00 - 00:30 Sun Main Arena - 11:00 - 00:00 / VIP Area Only 22:30 - 00:00 / Glamping 11:00 - 00:00	Both	
Tue					
Wed			State any seasonal variations for playing recorded music (please read guidance note 5)		
Thur					
Fri	12:00	00:30	Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	11:00	00:30			
Sun	11:00	00:00			

G

Performance of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both - please make selection with an "x" (please read guidance note 3).	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 4) Sat Main Arena - 11:00 - 23:00 / VIP Area Only 23:00 - 00:30 Sun Main Arena - 11:00 - 00:00 / VIP Area Only 22:30 - 00:00	Both	X
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	11:00	00:30			
Sun	11:00	00:30			

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 the entertainment take place indoors or outdoors or both - please make selection with an "x" (please read guidance note 3).	Indoors	
Mon				Please give further details here (please read guidance note 4)	Outdoors
Tue			Both		
Wed					
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)		
Fri					
Sat			Non standard timings. Where you intend to use the premises for 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					

K

Provision of facilities for entertainment of a similar description to that falling within J or K Standard days and timings (please read guidance note 7)			<u>Please give a description of the type of entertainment facility you will be providing</u>		
Day	Start	Finish	<u>Will the entertainment facility be indoors or outdoors or both - please make selection with an "x" (please read guidance note 3).</u>	Indoors	
				Outdoors	
				Both	
Mon					
Tue			<u>Please give further details here</u> (please read guidance note 4)		
Wed					
Thur			<u>State any seasonal variations for the provision of facilities for entertainment of a similar description to that falling within J or K (please read guidance note 5)</u>		
Fri					
Sat			<u>Non standard timings. Where you intend to use the premises for provision of facilities for entertainment of a similar description to that falling within J or K at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sun					

L

Late night refreshment Standard days and timings (please read guidance note 7)			<u>Will the provision of late night refreshment be indoors or outdoors or both - please make selection with an "x" (please read guidance note 3).</u>		
Day	Start	Finish		Indoors	
				Outdoors	
				Both	X
Mon			<u>Please give further details here</u> (please read guidance note 4) Late night bar in the Glamping Area & VIP area of Arena Only		
Tue					
Wed			<u>State any seasonal variations for provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri	22:00	00:30	<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat	23:00	00:30			
Sun	22:30	00:00			

M

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption <u>please make selection with an "x"</u> (please read guidance note 8).	On the premises	X
Day	Start	Finish		Off the premises	
Mon				Both	
Tue			State any proposed seasonal variations for the supply of alcohol (please read guidance note 5) Fri Glamping - 12:00 - 00:30 Sat Main Arena - 11:00 - 23:00 / VIP Area Only 23:00 - 00:30 / Glamping - 11:00 - 00:30 Sun Main Arena - 11:00 - 00:00 / VIP Area Only 22:30 - 00:00 / Glamping 11:00 - 00:00		
Wed					
Thur					
Fri	12:00	00:30		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)	
Sat	11:00	00:30			
Sun	11:00	00:00			

State the name and details of the individual whom you wish to specify on the licence as premises supervisor. (Please see declaration about the entitlement to work in the checklist at the end of the form):

Title	Miss
Surname	Shamah
First Name(s)	Gemma
Date of Birth	[REDACTED]
Address	[REDACTED]
Postcode	[REDACTED]
Personal Licence number (if known)	08GS-00AQ-FW3M-WFKR
Issuing licensing authority (if known)	Harrow

Please print the 'Consent of individual to being specified as premises supervisor' form (shown on pages 19 and 20), and have the person specified above sign and confirm the details given.

N

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)

O

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variation (please read guidance note 5)
Day	Start	Finish	
Mon			<p>Non standard timings. Where you intend to use the premises to be open to the public at different times to those listed in the column on the left, please list (please read guidance note 6)</p>
Tue			
Wed			
Thur			
Fri	12:00	00:30	
Sat	11:00	00:30	
Sun	11:00	00:00	

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

a) General - all four licensing objectives (b,c,d,e) (please read guidance note 10)

- 1) fence the event off from non-ticket holders
- 2) design a safe site for the guests
- 3) put in place a comprehensive security & stewarding operation
- 4) ensure we have trained bar staff and operate a Challenge 25 policy
- 5) have onsite medical team
- 6) put in place a detailed traffic management plan
- 7) put in place a noise management system
- 8) operate the event with a clear structure and experienced team

b) The prevention of crime and disorder

- 1) put in place a comprehensive security & stewarding operation with a reputable and licensed company
- 2) put in place a crowd management plan
- 3) ensure we have trained bar staff
- 4) publish premises terms of entry and prohibited items at entrance

c) Public safety

For non attendees we will fence off the premises with security & an ID system in place at any entry point so they can not access the premises.

For attendees

- 1) we will design and risk assess the site for safe use
- 2) put in place a security and stewarding system
- 3) operate the event with a clear structure and experienced team
- 4) provide onsite medical
- 5) ensure safe free water is available

d) The prevention of public nuisance

- 1) leaflet the local residents in advance with event info and an on the day telephone number for any issues
- 2) put in place a noise management system
- 3) clean the site every morning and throughout the day
- 4) put in place a traffic management plan
- 5) manage the medium sized campsites and make sure noise is kept to minimum post 11pm.

e) The protection of children from harm

Although there is no age restriction and admission to Under 12s is free for the festival we will ensure the following:

- 1) Under 16's must be accompanied by an adult at all times
- 2) Security will be briefed to watch out for children in distress / alone
- 3) We will have a lost / found child system in place
- 4) We will have free & safe water on site
- 5) Any films shown will be advertised with the age restriction

Please make selection with an "x"

I have enclosed the plan of the premises

I have enclosed the consent form completed by the individual I wish to be premises supervisor, if applicable

I understand that I must now advertise my application

I understand that if I do not comply with the above requirements my application will be rejected

[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).

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 5 - Declaration (please read guidance note 11)

Confirmation of applicant or applicant's solicitor or other duly authorised agent. (See guidance note 12) **If confirming on behalf of the applicant please state in what capacity.**

• [Applicable to all 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).

Confirmation

Name Date

Capacity

Please print the 'Consent of individual to being specified as premises supervisor form (shown on pages 19 and 20), and have the person specified above sign and confirm the details given.

For joint applications confirmation of 2nd applicant or 2nd applicant's solicitor or other authorised agent. (please read guidance note 13) **If confirming on behalf of the applicant please state in what capacity.**

Confirmation

Name Date

Capacity

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

Name

Address

Post Town

Postcode

Telephone number (if any)

If you would prefer us to correspond with you by e-mail your e-mail address (optional)

**Use this page if there is any other information that you think we should know about.
Information entered on this page will be sent to us, along with the data on the rest of the form when you use the "Submit" option.**

A large, empty rectangular box with a thin black border, intended for the user to provide additional information. The box is currently blank.

Notes for Guidance are available online



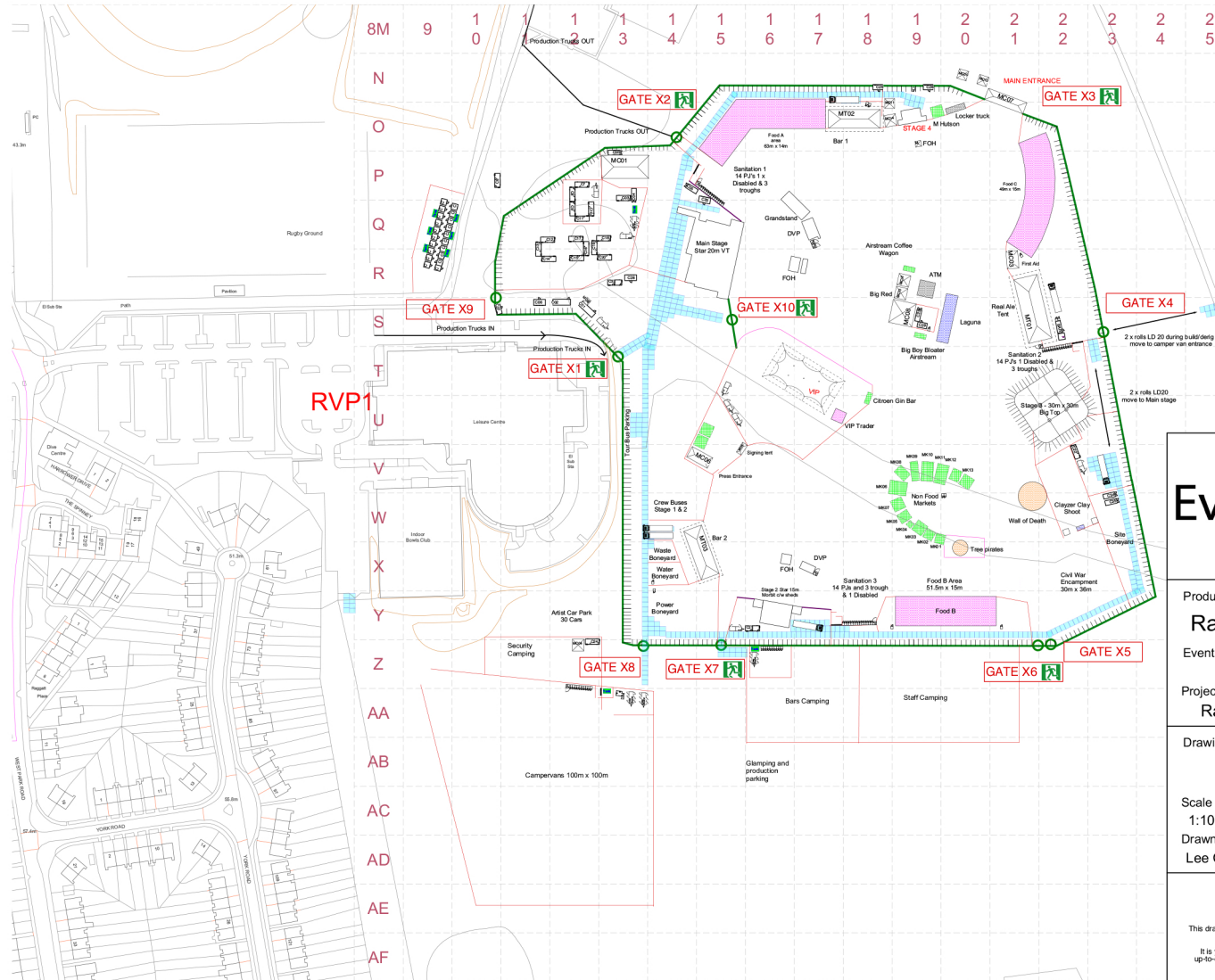
EventXperts

Production Title
Ramblin Man Fair 2017
 Event Director
 Project Manager
Rachel King

Drawing Title
Site Overview

Scale
1:2000 @ A0
 Date
15/6/17
 Drawn By
Lee Collis
 Issue Number
015

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 It is your responsibility to ensure that you are working from the most up-to-date version of this plan. You can check the current issue number with the production office at any time.



EventXperts

Production Title
Ramblin Man Fair 2017

Event Director

Project Manager
Rachel King

Drawing Title
Arena Overview

Scale
1:1000 @ A0

Date
14th July 2017

Drawn By
Lee Collis/Ddub

Issue Number
016

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It is your responsibility to ensure that you are working from the most up-to-date version of this plan. You can check the current issue number with the production office at any time.

From: Robin Giles
Sent: 08 March 2018 15:26
To: Licensing
Subject: *Possible SPAM* Spirit of Rock/Ramblin Man Mote Park Maidstone

On Behalf Of Robin Giles

Re Licence application 18/00498/LAPRE
From Robin Giles
Tel

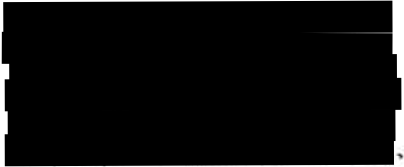
Please note my objection to the above application.

I refer to previous years events (Ramblin Man). I am extremely concerned this application should be, in 2018 properly controlled with references in the licensing condition to 'The Environmental Protection Act 1990'. Previous years have resulted in polluting noise as defined in the above legislation, occurring. During the 2017 event Maidstone Borough Council stated that noise pollution was controlled by licensing conditions. These used guidelines in the 'Code of Practice on Environmental Noise Control at concerts' specifically referring to the arbitrary sound levels in the code. The code also states that compliance with the code does not ensure that noise levels will not pollute and makes a recommendation that additional measures may be necessary. These additional measures have not been taken in the past two years or if any measure has been taken it has been insufficient to prevent the low frequency sound entering my home which is approximately 1¹/₂ miles from the event in Mote Park.

Both in 2016 and 2017 I complained to the Maidstone Borough Council with my complaint being referred to the ombudsman after unsatisfactory response from MBC. In 2016 the ombudsman upheld part of the complaint with respect to a breach of the sound levels and in 2017 the ombudsman agreed with me that MBC was wrong in their assertion that the above EPA 1990 could not be used. Their assertion was that they could not prosecute themselves however the ombudsman concluded that any offence under the legislation would be made by the event organizers against whom action could be taken.

Despite my contact with Maidstone Borough Council in these previous years the consultants have not been tasked with taking noise reading in the road of my home. Conditions of any licence should be included to take noise readings at any location where complaint has been received.

If a decision is made to grant the licence due cognisance should be taken of the fact that Mote Park is surrounded on all sides by many urban complexes, so this event will be if unfettered as in previous years affect many communities. Further a contact telephone number to a duty Maidstone Borough Council officer should be available and not consultants who have an allegiance to the organisers. On duty MBC officers should be available to visit complainants.



20.3.18

LICENSING PARTNERSHIP
PO Box 182
SEVENOAKS KENT.
TN.13.10P

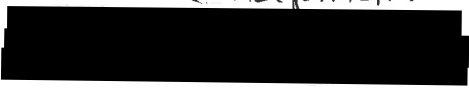
LICENSING PARTNERSHIP
21 MAR 2018
SEVENOAKS DISTRICT COUNCIL

Dear Sir,

Being directly in the line of angle of the LOUD SPEAKERS and with the past experience of previous concerts I wish you to take note of my objection to this concert taking place.

The music previously has flouted the regulations and with control being effected by the same council namely M.B.C. Licencing for this concert SHOULD NOT BE ISSUED

Brian Chapman



From: et

Sent: 21 March 2018 10:01

To: Licensing

Subject: *Possible SPAM* 18/00498/LAPRE

We sent this on 9 March, but if you did not receive, we send again:

March 9 2018

Licensing partnership, PO Box 182

Sevenoaks, Kent TN13 1GP

Dear Sir/Madam,

Re Spirit of Rock application for Mote Park ME15 7RN 29.6 to 1.7 2018.

We live in the Walled Garden of Audley Mote Retirement Village at the east end of Mote Park. The land is on a long lease to Audley from Maidstone Borough Council

We are owner occupiers paying full council tax at the rate of other properties outside this complex, although we pay Audley for services such as street lighting and sweeping, and collecting general refuse from our door, while we take our recyclables to a central point. We will be paying Audley or some other agency for social care.

We object to Spirit of Rock's Ramblin Man because of the sickening and unnecessary noise which is often unrelenting for eleven hours on two or three successive days.

Like other residents in this complex and far beyond my husband and I cannot carry on a conversation on our patio and cannot listen to classical music in our living room even with all doors and triple glazed windows closed. There are hot spots all over the complex but the Walled Garden acts like an amphitheatre. We have to leave home for relief and to avoid sickening headaches.

The organiser of this event is a purely commercial outfit which flouts licensing agreements regarding noise.

For simplicity we will cite two examples for which we have documentary evidence.

1. In Ramblin Man 2016 the noise licensed to start at noon on Sunday July 24 actually started at 9.25 am. A complaint from me resulted in a lull until 10.45am when the noise started again and continued until 10.30pm.

2. In Ramblin man 2017 the sound volume recordings in the vicinity of Mote House (obtained by Freedom of Information) which according to the Noise Management Plan(also obtained by FOI) should not have exceeded 70dB in the 63Hz or 125 Hz octave frequency bands in any 15 minutes, did so frequently near Mote House on Friday July 28, infrequently on Saturday July 29 when there was rain, but in nearly all measurements recorded on Sunday July 30 including two readings in the 62Hz. band at 78dB and 80.6 dB.

The attention to the serious disturbance caused by low frequency noise which was present in the excellent Noise Management Plan for 2016 (but ignored) was missing from the 2017 plan. This is said to have been drawn up by people involved with the Glastonbury event. This is not Glastonbury but an urban park in the centre of town.

That the speakers are directed across the park so that low frequency noise is enhanced is ridiculous. The speakers are too powerful for the site and miss-directed.

The only contact for complaint by Maidstone residents during the event is a telephone number to the organiser. There is no available direct contact with MBC Environmental Enforcement officers. The response from the organiser can be desultory or abusive.

These events amount to Statutory Noise Nuisance as defined in a Defra publication of April 7 2015.

People to the east of the park are driven from their homes by the persistent intolerable noise or made worse if they are too poorly to move away.

We have never been able to get an MBC officer or councillor to this site during periods of maximum noise from Ramblin Man,

We dread the coming summer weekends.

E. Moira Thompson (Dr.)

Edward J. Thompson (Prof.)



Please give the reason for the representation and detail the evidence supporting it:

Community Protection Team make these representations in respect of the application for a Premises Licence to be granted for the use of Mote Park , Maidstone by Spirit of Rock Limited. The application is to allow certain Licensable activities namely live music, recorded music and the supply of alcohol between 11:00hrs and 01:00hrs during a 3 day event, from 29th June 2016 to 1st July 2018 (music only 30th June and 1st July).

Community Protection Team consulted with the applicant through the Safety Advisory Group last year and the following suggested conditions are the same as the 2017 event.

The event is planned to be held on the South West side of Mote Park. There are three main areas, the main event/music area, a camping area in the cricket ground and a glamping area situated approx 100m from residential premises at South Park Road.

Mote Park is surrounded by residential properties and this event poses a risk of noise break out affecting these properties. Our recommendations follow the Noise Council Code of Practice on Environmental Noise Control at Concerts.

Suggested conditions that could be added to the licence to remedy the representation or other suggestions the licensing sub-committee may take into account:

- A noise management plan including procedures for monitoring levels during the event, the locations to be monitored, management authority for reducing sound levels and procedures for dealing with complaints will be sent to Licensing authority and the responsible authorities for inspection and comment at least 2 months in advance of the licensed event. Signs will request that departing customers respect the local area and neighbours.
- External lighting will be positioned so as to not cause nuisance to neighbouring or adjoining properties.
- The Licensee shall ensure that waste and refuse are removed in timely manner to a licensed waste facility.

- Up to 2300 hours music noise levels in 63Hz or 125Hz octave frequency bands shall not exceed 70dB in any 15 minute period at 2km and beyond. The monitoring points will be agreed with the Environmental Enforcement Team prior to an event.
- The Premises Licence Holder will make available a telephone number or numbers, staffed continually throughout the duration of the event, for members of the public to contact, in order for concerns relating directly to the event to be addressed immediately. This person will be located either on site or nearby i.e. in Mote Park.
- At least one contact telephone number must be provided to Maidstone Borough Council's Environmental Enforcement Team in advance of the event so that if complaints of noise nuisance, including those outside normal office hours, are received during any stage of the event, including the installation, appropriate instructions can be given to reduce noise levels.
- Music noise levels after 2300 hours shall be inaudible at the designated monitoring points agreed with the Environmental Enforcement Team. This includes music noise levels from the camping and glamping areas.
- Sound level monitoring equipment to monitor compliance with these conditions must be an IEC Type 1 Standard capable of providing a read-out in dB(A) in 60 seconds to 15 minute dB(A) Leq values. Measurements to be taken in compliance with BS744-1:2003 - Description and measurement of environmental noise.
- Where requested Noise measurements data shall be submitted to the Environmental Enforcement Team within 28 days of the end of each music event. This should be provided in 15 minute periods as per the requirements in the previous conditions.
- Suitable competent person(s) will be used to monitor and produce a post event report.

- The Music Noise Level (MNL), as described in section 3 of the Noise Council Code of Practice on Environmental Noise Control at Concerts, should not exceed 65dB(A) (Leaq 15min) at the agreed monitoring points set by the Environmental Enforcement Team.
- Both the camping and glamping areas will be staffed at all times by a SIA trained security who will manage noise emitting from these areas to reduce the risk of affecting neighbour properties.
- The use of personal stereos will be prohibited in the camping and glamping areas.

From: Gemma RFS <gemma.rfsentertainment@gmail.com>
Sent: 19 March 2018 15:22
To: Lorraine Neale
Cc: Michael Swoffer
Subject: Re: Ramblin Man - Consulted conditions.doc

Hi Lorraine and Michael,

Apologies for the delay in getting back to you - we agree to the suggested conditions to be placed on the licence.

Thanks
Gemma Shamah

Operations Manager

www.ramblinmanfair.com

HUMAN RIGHTS

Article 8

1. Everyone has the right to respect for his private and family life, his home and his correspondence.
2. There shall be no interference by a public authority with the exercise of this right except such as is in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well-being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedoms of others.

Article 1 of the First Protocol

Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law. The preceding provisions shall not, however, in any way impair the right of a State to enforce such laws as it deems necessary to control the use of property in accordance with the general interest or to secure the payment of taxes or other contributions or penalties.

Article 6(1)

In the determination of his civil rights and obligations or of any criminal charge against him, everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law. Judgement shall be pronounced publicly but the press and public may be excluded from all or part of the trial in the interest of morals, public order or national security in a democratic society, where the interests of juveniles or the protection of the private life of the parties so require, or to the extent strictly necessary in the opinion of the court in special circumstances where publicity would prejudice the interests of justice.

Article 10

3. Everyone has the right to freedom of expression. This right shall include freedom to hold opinions and to receive and impart information and ideas without interference by public authority and regardless of frontiers. This Article shall not prevent States from requiring the licensing of broadcasting, television or cinema enterprises.
4. The exercise of these freedoms, since it carries with it duties and responsibilities, may be subject to such formalities, conditions, restrictions or penalties as are prescribed by law and are necessary in a democratic society, in the interests of national security, territorial integrity or public safety, for the prevention of disorder or crime, for the protection of health or morals, for the protection of the reputation or rights of others, for preventing the disclosure of information received in confidence, or for maintaining the authority and impartiality of the judiciary.



LICENSING AUTHORITY: MAIDSTONE BOROUGH COUNCIL

Licensing Act 2003 Sub-Committee Hearing Procedure of Applications for New Premises Licences/Club Premises Certificates and Variations to existing licences and certificates

Introduction and Procedure

i) Introductions

The Chairman will request all those persons participating in the hearing to identify themselves, starting with the:

- Members of the sub-committee (who will, if applicable, declare any personal or prejudicial interests)
- Legal advisor
- Committee clerk
- Maidstone Borough Council licensing officers/managers
- Applicant (and any representative)
- Each responsible authority (and any representative)
- Each interested party (and any spokesperson or representative)

ii) Procedural Matters

- **Procedure**

The Chairman will:

- Confirm that all parties are aware of the sub-committee hearing procedure and that each party has a copy of the hearing procedure document.

- **Submissions**

The Chairman will:

- Explain that the sub-committee will allow all parties to put their case fully and make full submissions, within a reasonable time frame.

- **Discussion and cross-examination**

The Chairman will:

- Explain that the sub-committee procedure shall take the form of a discussion led by the sub-committee.
- Explain that the sub-committee will usually permit cross examination (conducted within a reasonable time frame).

- **Disruptive Behaviour**

The Chairman will:

- Explain that where any person attending the hearing behaves in a disruptive manner, the sub-committee may direct that person to leave the hearing (including temporarily) and thereafter the person may submit to the sub-committee in writing any information which the person would have been entitled to give orally had the person not been required to leave the hearing.

- **Reading of Papers**

The Chairman will:

- Confirm that all sub-committee members have pre-read all the papers and any other documents contained in the report regarding the hearing.

- **Draft Conditions**

The Chairman will:

- Enquire whether draft conditions have been agreed between the applicant and any of the other parties for the sub-committee to consider.

- **Witnesses**

The Chairman will:

- Enquire whether any parties request to have any witnesses give evidence at the hearing; and if so grant the request unless the request is unreasonable.
- Invite the parties, where appropriate, to appoint a spokesperson.

The Hearing

Outline of the Application and Representations

- The Chairman will ask the legal advisor or community services manager to briefly outline the application and all representations regarding the application.

i) The Applicant

- Opening remarks by the applicant (or their representative).
- Evidence of the applicant and any witnesses.
- After each person has given evidence the person may be questioned by each responsible authority, interested party and sub-committee member.
- If necessary, the applicant (or their representative) may clarify any matter that arose during questioning.

ii) Responsible Authorities (where applicable)

RESPONSIBLE AUTHORITY	Tick if applicable
Police	
Trading standards	
Environmental Health	
Child Protection (Social Services)	
Planning	
Fire and Rescue	

- Opening remarks by the officer representing the responsible authority (or their representative).
- Evidence of the responsible authority officer and any witnesses.
- After each person has given evidence the person may be questioned by the applicant, each other responsible authority, interested party and sub-committee member.
- If necessary, the officer (or representative) may clarify any matter that arose during questioning.

iii) Interested Parties

- Opening remarks by the interested party (or spokesperson/representative).
- Evidence of the interested party and any witnesses.
- After each person has given evidence the person may be questioned by the applicant, responsible authorities, each other interested party and sub-committee member.
- If necessary, the interested party (or spokesperson/representative) may clarify any matter that arose during questioning.

Closing Speeches

In the following order:

- Each Responsible Authority**
- Each Interested Party**
- The Applicant**

End of Hearing

- The Chairman will ask the members of the sub-committee if they have any final questions for any party to the hearing.
- The Chairman will ask the legal advisor whether there are any further matters to be raised or resolved before the hearing is closed.
- The Chairman will bring the hearing to a close and shall declare that the sub-committee will retire, to private session, to consider the application, all relevant representations, evidence, the relevant extracts of Licensing Authority's Statement of Licensing Policy, the relevant extracts of the National Guidance issued under section 182 of The Licensing Act 2003 and the licensing objectives under the Licensing Act 2003.
- The Chairman shall invite the legal advisor to remain with the sub-committee during its deliberations and ask all other persons to withdraw from the room.

The Decision

The Chairman shall declare in public session:

- The sub-committee's determination.
- All parties to the hearing will receive a copy of the written Determination Notice regarding the sub-committee's determination.
- All parties may appeal against the sub-committee's decision within 21 days beginning with the day on which the appellant is notified of the Licensing Authority's written determination. Appeals must be lodged with the Magistrates' Court. Parties should be aware that the Magistrates Court may make an order with respect to costs on any appeal.
- The hearing is formally closed.