

**MINUTES OF A MEETING OF THE
LICENSING SUB-COMMITTEE
Council Chamber - Town Hall
20 June 2018 (10.30 - 11.20 am)**

Present:

COUNCILLORS

Conservative Group Philippa Crowder (Chairman)

Residents' Group Reg Whitney

Independent Residents Group +Natasha Summers

An apology was received for the absence of Councillor Brian Eagling.
+ Councillor Natasha Summers substituted for Councillor Eagling.

Present at the hearing were Mr Stephen McCann who attended on behalf of the applicant. Also in attendance were the objector Mr E Marling, an observer Mr J Gibbons and Havering Licensing Officer Kasey Conway.

Also present were the Legal Advisor to the Sub-Committee and the clerk to the Licensing sub-committee.

The Chairman advised Members and the public of action to be taken in the event of emergency evacuation of the Town Hall becoming necessary.

No interests were disclosed at the meeting.

**1 APPLICATION FOR A PREMISES LICENCE MADE BY HAVERING MIND
- AVELEY ROAD, UPMINSTER, RM14 2TN**

PREMISES:

Havering Tribute Fest
Aveley Road,
Upminster,
RM14 2TN

DETAILS OF APPLICATION

The application for a premises licence was made by Havering Mind under section 17 of the Licensing Act 2003. The application was received by Havering Licensing Authority on 27 April 2018.

APPLICANT

1. Details of requested licensable activities

The application is to permit the provision of the following licensable activities:

Live Music, Recorder Music, Performance Dance		
Day	Start	Finish
Saturday	15:00	22:30

Supply of Alcohol		
Day	Start	Finish
Saturday	15:00	22:30

2. Promotion of the Licensing Objectives

The applicant acted in accordance with regulations 25 and 26 of The Licensing Act 2003 (Premises licences and club premises certificates) Regulations 2005 relating to the advertising of the application. The required public notice was installed in the Friday 11 May 2018 edition of the Romford Recorder

3. Details of Representations

There was a representation against the application submitted by interested persons. It related to two people at 2 different addressees. There were no representations against the application submitted by responsible authorities.

4. Determination of Application

Mr Kasey Conway, Havering Licensing Officer attended the hearing, during which he presented his report.

One of the interested parties who submitted a representation was in attendance and the objector addressed the Sub-Committee reiterating his objection to the application for a premises licence.

The Sub-Committee noted that the representation had made representations on the grounds of the prevention of crime and disorder, public safety and the prevention of public nuisance and public safety.

Mr Stephen McCann a trustee and Treasurer for Havering Mind attended and gave evidence in support of the application. The Sub-Committee noted the clarification offered in relation to the application.

The purpose of the application was to obtain a premises licence to enable the premises to sell alcohol, provide live music, recorded music, dance and late night refreshment between the hours of 15:00 hours and 22:30 hours for an audience in excess of 500 people at a once a year event in July. The venue for the event is Damyn's Hall Aerodrome, Aveley Road, Upminster RM14 2TN. The Licensing Sub-Committee was advised by the Licensing Officer that a Temporary Event Notice is already in place for this year's event to be held on the 21st July 2018. The Applicant's risk assessment for that event was handed up to Sub-Committee.

The Sub-Committee was also informed by the Licensing officer that there was no Designated Premises Supervisor {DPS} with a personal licence in place and that the present application was made on the understanding that the applicant could not supply alcohol prior to the obtaining of a personal licence.

The Sub-Committee must promote the licensing objectives and must have regard to the Secretary of State's National Guidance created under S182 of the Licensing Act and the Council's own Statement of Licensing Policy.

Having considered and heard all of the evidence the Sub-Committee granted the licence.

The Sub-Committee was satisfied that the applicant had demonstrated that the events would be well run and that the applicant would ensure that the licensing objectives were promoted.

The Sub-Committee was of the opinion that the causes of the interested parties' objections concerning the usage of Aveley Road near the site were not related to this application. In addition, although the sub-committee acknowledged the interested parties' concerns regarding a previous event held in the area it was decided that the current event would be of an entirely different nature and would be a family based event run on a very much smaller scale. The Sub-Committee considered that objections based on the absence of planning permission were not relevant to the issue of whether or not a licence should be granted as were the concerns as to who would pay for the policing on the site.

The Sub-Committee was confident that Havering Mind would ensure that the yearly events were well organised. They would be focused on the 30-40 year old age group and their families. Twelve hundred tickets had been sold for this year's event and the applicant had a record of all the purchasers' names and addresses. Three hundred tickets have been sold to children accompanied by adults. It was noted that bags would be searched for drugs and weapons on entry to the site and instructions had already been sent to attendees advising them what they were permitted to bring onto the site. No-one under the age of 18 would be allowed onto the site unless they were accompanied by an adult. There would be 12-14 security guards and stewards present and 7 members of the local police force would be in attendance. Staff would be trained re the selling of alcohol and a Challenge

25 policy would be in operation. There would be a “lost child” area and Disclosure and Barring Service (“DBS”) checks had been carried out.

Having heard and considered all of the evidence place before it the Sub-Committee was of the view that the applicant had succeeded in demonstrating that it would promote the licensing objectives if granted a premises licence

The Sub-Committee agreed that the licence conditions should be those set out in the application form and stated at the hearing but that these should be redrafted to incorporate the language of the council’s model conditions as set out in its Licensing Policy.

In its application the applicant had offered to inform the Licensing Authority 6 months in advance of the date on which the next “event” will be held at the premises. The Sub-Committee considered that a condition to this effect should be placed on the licence to assist in the promotion of all 4 licensing objectives.

As there was no DPS with a personal licence in place there would also be a mandatory condition to the effect that “No supply of alcohol may be made at a time when no designated premises supervisor has been specified in the licence or at a time when the designated premises supervisor does not hold a personal licence or the personal licence has been suspended”.

The licence conditions are therefore as follows:

LICENCE CONDITIONS

- 1. The Event will take place once a year on a weekend in July. The Licensing Authority will be informed at least 6 months in advance of this date and provide a full event and safety management plan.**
- 2. Total number of people to be accommodated for the purposes of this licence at the event site at any one time shall not be more than 1200.**
- 3. The licence holder will operate a ‘Challenge 25’ policy.**
- 4. An appropriate number of security guards will be present to ensure there is a deterrent to crime and disorder issues and also to be present should any issues arise.**
- 5. Appropriate number of car parking stewards in place at the public vehicle entrance to the site along Aveley road and in the carpark to ensure safe and effective entry and exit of the event for vehicles. Stewards will also instruct pedestrians not to walk on Aveley road. A speed limit in the public car park of 10mph will be advertised and enforced.**
- 6. A dedicated area will be set up inside the site which will act as a temporary 'taxi rank' for those members of the public who will be dropped off/picked up by taxi's. Marshalls will instruct taxi's not to stop on Aveley Road or close to the main vehicle entrance of the**

site. Signs will be displayed along Aveley Road. Information about drop offs/pickups will be sent to attendees in advance. This will be enforced by event stewards.

7. There will be event barrier fencing erected in front of the stage and 'back stage area' to ensure attendees of the event are kept at a safe and reasonable distance away from the stage area. No members of the audience will be permitted onto the stage area or in the backstage area
8. Two lighting towers will be in place at the event. One at the ticket gate entrance to the event and one in the car park to ensure there is ample lighting at the end of the event
9. There will be appropriate medical supplies on-site, including a manned first aid stand. Any first aid issues/incidents will be recorded and documented.
10. Attendees must purchase tickets in advance of the event and a list of names of the people attending the event will be recorded. All attendees will be sent instructions in advance regarding health and safety related matters. An additional 'clicker count' will be taken of attendees as they pass through the entrance gate (where tickets are checked).
11. Under 18's will not be permitted entry to the event without an adult present. Those who appear drunk or intoxicated will not be allowed entry.
12. A lost children post will be located at the ticket entrance marquee.
13. All bags to be searched by security upon entry and the event will have clear conditions of entry as follows – “No glass bottles, no alcohol shall be brought onto site, no illegal drugs or illegal highs, no weapons of any kind, or anti-social behaviour will be tolerated, and the organisers reserve the right to refuse admission.”

Chairman