

## **Licensing Sub-Committee**

- Section 1 - Licensing Officers Report
- Appendix 1 - Copy of the Application
- Appendix 2 - Map of local area
- Appendix 3 - Representations from the Responsible Authorities



**LICENSING  
SUB-COMMITTEE**

**REPORT**

07 12 2012

**Subject Heading:**

Application for a Temporary Event Notice made by Christina Hunt at The Stadium, Bridge Avenue, Upminster, RM14 2LX  
Paul Campbell – Licensing Officer  
01708 432777  
[licensing@havering.gov.uk](mailto:licensing@havering.gov.uk)

**Report Author and contact details:**

**This application for a Temporary Event Notice (TEN) is made by Mrs Christina Hunt under section 100 of the Licensing Act 2003. The application was received by Havering's Licensing Authority on 21<sup>st</sup> November 2012.**

Following usual procedure a copy of the TEN was signed by me as being acknowledged by the Licensing Authority and returned to the applicant by post.

**Geographical description of the area and description of the building**

The premises are the club house at the sports stadium which is a detached building adjacent to the south of the sports area.

The premises are situated in its own grounds, all other premises nearby are residential properties. The nearest houses are 60 metres to the east and 88 metres to the west. The premise has a large car park to the south of the building the only access to the car park and the venue is via a single car width road which is about 15 meters from the six houses situated there. The entrance to this road is in Bridge Avenue at the junction with Brookdale Avenue.

There is no public transport in Bridge Avenue there is a limited late night bus service in St Mary's Lane / Upminster Road which is approximately 400 metres away from the pavilion.

A map of the area is attached to assist the committee.

**Details of the application**

<b>TEN to cover – The sale by retail of alcohol, The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club, The provision of regulated entertainment and The provision of late night refreshment for 130 people</b>		
<b>Day</b>	<b>Start</b>	<b>Finish</b>
Saturday 15 <sup>th</sup> December 2012 into Sunday 16 <sup>th</sup> December 2012	10:00hrs	01:00hrs

**Comments and observations on the application**

Under the Licensing Act 2003 the police and/or environmental health have three working days to lodge an objection to a TEN on the grounds relating to one or more of the four licensing objectives (The Prevention of Crime and Disorder, Public Safety, the Prevention of Public Nuisance and the Protection of Children from Harm).

**Summary**

There was one representation against this application from responsible authorities.

**Responsible Authorities' representations**

Marc Gasson Noise Specialist for the London Borough Of Havering lodged a representation against the TEN with the Licensing Authority on 22<sup>nd</sup> November 2012 within the three day period allowed.

A TEN allows the sale of alcohol, regulated entertainment and late night refreshment (hot food and drink 23.00hrs to 05.00hrs) for a limited period to take place without there being a licence but limits the number of people present to 499 (including staff).

Hornchurch F C hold a premises licence which covers the Supply of alcohol and some Regulated Entertainment with a finish time on a Saturday of 22.30 a copy of this licence is attached to my report.

**Details of the application**

A copy of the application is attached.



Premises licence number

003919

## Part 1 - Premises details

Postal address of premises

Hornchurch F C  
The Stadium Bridge Avenue Upminster RM14 2LL

Where the licence is time limited the dates

Not applicable

Licensable activities authorised by the licence

Live music, recorded music, provision of facilities for making music, provision of facilities for dancing, provision of facilities for entertainment of a similar description to making music and dancing, supply of alcohol

The times the licence authorises the carrying out of licensable activities

Live music, provision of facilities for making music

Monday to Friday – 19:00 to 22:30

Saturday & Sunday – 11:00 to 22:30

Recorded music, provision of facilities for dancing, provision of facilities for entertainment of a similar description to making music and dancing

Sunday to Saturday – 11:00 to 22:30

Supply of alcohol

Monday to Friday – 11:00 to 22:30

Saturday – 10:00 to 22:30

Sunday – 11:00 to 22:30

The opening hours of the premises

Sunday to Friday – 11:00 to 23:00

Saturday – 10:00 to 23:00

Where the licence authorises supplies of alcohol whether these are on and/ or off supplies

On supplies only

1 of 5

Signed .....

Paul Jones, Licensing Officer

## Part 2

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Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**Hornchurch Football Club (2005) Ltd  
Thames House 1528 London Road Leigh-on-Sea SS9 2QQ  
01708 220080**

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Registered number of holder

**05438297**

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Name and address of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Mr Jonathan Raymond Smith  
15 Church Park Hall Lane Wittering Peterborough PE8 6DP**

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Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

**52256 – Peterborough City Council**

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Mandatory conditions

1. No supply of alcohol may be made under the Premises Licence:
  - (a) at a time when there is no Designated Premises Supervisor in respect of the Premises Licence, or
  - (b) at a time when the Designated Premises Supervisor does not hold a Personal Licence or his Personal Licence is suspended.
2. Every supply of alcohol under the Premises Licence must be made or authorised by a person who holds a Personal Licence.
3. (1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
  - (2) In this paragraph, an irresponsible promotion means any one or more of the following : activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children–
    - (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to–
      - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
      - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);

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**Mandatory conditions – contd.**

- (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
  - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
  - (d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on—
    - (i) the outcome of a race, competition or other event or process, or
    - (ii) the likelihood of anything occurring or not occurring;
  - (e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
- 4. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
- 5. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.
- 6. The responsible person shall ensure that—
  - (a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
    - (i) beer or cider: ½ pint;
    - (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
    - (iii) still wine in a glass: 125 ml; and
  - (b) customers are made aware of the availability of these measures.
- 7. (1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.  
(2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.
- 8. If at specified times one or more individuals must be at the premises to carry out a security activity each such individual must be licensed by the Security Industry Authority.

Signed .....

Paul Jones, Licensing Officer

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**Annex 2 – Conditions consistent with the operating schedule**

- 1. Trained and supervised security staff shall be used to support the objective of the peaceful use of the premises and shall be used on general match days and at functions.**
- 2. Alcohol shall not be allowed off the premises' curtilage.**
- 3. Management shall post a notice for all staff with their policies stated clearly on it.**
- 4. A full time security guard shall monitor entrance and exit points the private lockable car park and the access road.**
- 5. CCTV cameras shall monitor entrance and exit points the private lockable car park and the access road.**
- 6. On match days and functions that involve the presence of children a child protection officer shall be on site.**
- 7. On match days fully trained medical personnel shall be on site.**
- 8. Notices shall be posted requesting premises' clients to observe the management's policy of respect for neighbours with regard to public nuisance.**
- 9. Management shall instruct staff to enforce this policy.**
- 10. A specific taxi area away from neighbouring premises shall be designated in the car park.**
- 11. There shall be no adult entertainment services or activities undertaken at the premises.**

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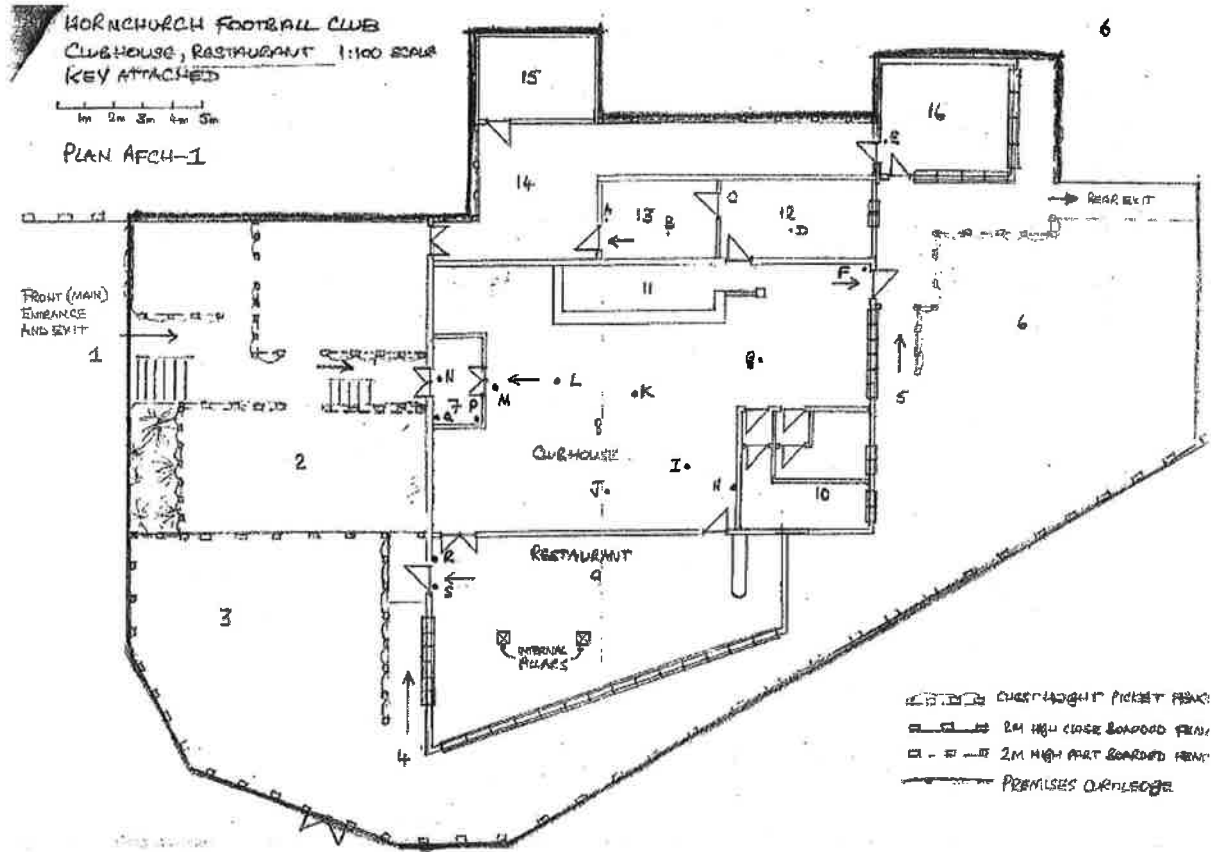
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**Annex 3 – Conditions attached after a hearing by the Licensing Authority**

- 1. Noise limiting devices shall be installed within each of the function rooms where it is proposed that the use of amplified music will occur. The noise limiting devices once installed will be set and sealed by officers from the London Borough of Havering's Environmental Health Service. Information as to the required specification of the noise limiting devices will be provided.  
NB The noise limiters shall be set taking into account the worst case scenario, i.e. taking into account the current structure and layout of the buildings concerned and with windows open, unless the function rooms are air conditioned to such a degree that the opening of windows and external doors is not required to ventilate them.**
- 2. Hornchurch Football Club shall provide external supervisors for all late night functions to ensure the quiet and speedy dispersal of patrons.**
- 3. Signs shall be erected both internally and externally to advise patrons leaving the functions to do so quietly and as quickly as possible having due regard to nearby residents.**
- 4. In addition to the use of Temporary Event Notices allowed under the Licensing Act 2003 the premises may open on twelve non-standard occasions in line with the Association of Chief Police Officers' guidelines; subject to a minimum of ten working days' notice being given to the Licensing Authority and the Police for each occasion. The prior written consent of the Police is to be obtained and the Police have absolute right to refuse any occasion. A register is to be kept at the premises available for inspection by the Police or an authorised officer of the Licensing Authority and details of each occasion are to be recorded in it including the written consent of the Police.**

Annex 4 – Premises plans

Full premises plans are held by the Licensing Authority of the London Borough of Havering. The plans reproduced below are not to scale:



Signed .....

Paul Jones, Licensing Officer





# Havering

LONDON BOROUGH

## Part B

### Premises licence summary

Premises licence number

003919

### Premises details

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Postal address of premises

Hornchurch F C  
The Stadium Bridge Avenue Upminster RM14 2LL

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Where the licence is time limited the dates

Not applicable

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Licensable activities authorised by the licence

Live music, recorded music, provision of facilities for making music,  
provision of facilities for dancing, provision of facilities for entertainment  
of a similar description to making music and dancing, supply of alcohol

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The times the licence authorises the carrying out of licensable activities

Live music, provision of facilities for making music

Monday to Friday - 19:00 to 22:30  
Saturday & Sunday - 11:00 to 22:30

Recorded music, provision of facilities for dancing, provision of facilities for  
entertainment of a similar description to making music and dancing

Sunday to Saturday - 11:00 to 22:30

Supply of alcohol

Monday to Friday - 11:00 to 22:30  
Saturday - 10:00 to 22:30  
Sunday - 11:00 to 22:30

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The opening hours of the premises

Sunday to Friday – 11:00 to 23:00  
Saturday – 10:00 to 23:00

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Where the licence authorises supplies of alcohol whether these are on and / or off supplies

On supplies only

1 of 2

Signed .....

Paul Jones, Licensing Officer

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**Name, (registered) address of holder of premises licence**

**Hornchurch Football Club (2005) Ltd  
Thames House 1528 London Road Leigh-on-Sea SS9 2QQ**

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**Registered number of holder**

**5438297**

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**Name of designated premises supervisor where the premises licence authorises for the supply of alcohol**

**Mr Jonathan Raymond Smith**

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**State whether access to the premises by children is restricted or prohibited**

**Not applicable**

**2 of 2**

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## **Licensing Sub-Committee**

Appendix 1 - Copy of the Application

15/12/12

HORNCHURCH FC

12264



Temporary Event Notice

Before completing this notice please read the guidance notes at the end of the notice. If you are completing this notice by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets if necessary.

You should keep a copy of the completed notice for your records. You must send at least one copy of this notice to the licensing authority and additional copies must be sent to the chief officer of police and the local authority exercising environmental health functions for the area in which the premises are situated. The licensing authority will give to you written acknowledgement of the receipt of the notice.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)			
1. Your name			
Title	Mr <input type="checkbox"/> Mrs <input checked="" type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname	HUNT		
Forenames	CHRISTINA		
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname			
Forenames			
3. Your date of birth	Day	Month	Year
	19	12	1947
4. Your place of birth	ROHFORD		
5. National Insurance Number	YH 46 32 27B		
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)			
Post town	CANVEY ISLAND		Post code
			SS89QL
7. Other contact details			
Telephone numbers	01268 681336		
Daytime			
Evening (optional)			
Mobile (optional)			
Fax number (optional)			
E-Mail Address (if available)			
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)			
27, CHAMPLAIN AVENUE			

Post town <b>CANVEY ISLAND</b>	Post code <b>SS890L</b>
9. Alternative contact details (if applicable)	
Telephone numbers: Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail Address (if available)	

<b>2. The premises</b>	
Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references) (Please read note 2)	
<b>THE STADIUM BRIDGE AVENUE UPMINSTER ESSEX RM142LX</b>	
Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below.	
Premises licence number	
Club premises certificate number	
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)	
Please describe the nature of the premises below. (Please read note 4)	
<b>CLUB HOUSE</b>	
Please describe the nature of the event below. (Please read note 5)	
<b>30TH BIRTHDAY PARTY</b>	

<b>3. The licensable activities</b>
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Please state the licensable activities that you intend to carry on at the premises (please mark an "X" next to the licensable activities you intend to carry on). (Please read note 6)		
The sale by retail of alcohol	<input checked="" type="checkbox"/>	
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	<input checked="" type="checkbox"/>	
The provision of regulated entertainment	<input checked="" type="checkbox"/>	
The provision of late night refreshment	<input checked="" type="checkbox"/>	
Are you giving a late temporary event notice? (Please read note 7)	<input checked="" type="checkbox"/>	
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 8)		
DATE		
15.12.12		
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 9)		
TIME		
<del>19.00 - 24.00</del> 0100		
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 10)		
130		
If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please mark an "X" next to the appropriate box). (Please read note 11)	On the premises only	<input checked="" type="checkbox"/>
	Off the premises only	<input type="checkbox"/>
	Both	<input type="checkbox"/>

<b>4. Personal licence holders (Please read note 12)</b>		
Do you currently hold a valid personal licence? (Please mark an "X" in the box that applies to you)	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority	CASTLE POINT	
Licence number	CPBC0610	
Date of issue	18.5.2011	
Date of expiry	18.5.2021	
Any further relevant details		

<b>5. Previous temporary event notices you have given (Please read note 13)</b>
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Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the number of temporary event notices you have given for events in that same calendar year		
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues (Please read note 14)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your associate(s) have given for events in the same calendar year	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.		
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

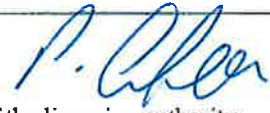
7. Checklist (Please read note 15)	
I shall (Please mark the appropriate boxes with an "X")	
Send at least two copies of this notice to the licensing authority for the area in which the premises are situated	<input checked="" type="checkbox"/>
Send a copy of this notice to the chief officer of police for the area in which the premises are situated	<input checked="" type="checkbox"/>
Send a copy of this notice to the local authority exercising environmental health functions for the area in which the premises are situated	<input type="checkbox"/>
If the premises are situated in one or more licensing authority areas, send at least one copy of this notice to each additional licensing authority	<input type="checkbox"/>

If the premises are situated in one or more police areas, send a copy of this notice to each additional chief officer of police	<input type="checkbox"/>
If the premises are situated in one or more local authority areas, send a copy of this notice to each additional local authority exercising environmental health functions	<input type="checkbox"/>
Make or enclose payment of the fee for the application	<input checked="" type="checkbox"/>
Sign the declaration in Section 9 below	<input checked="" type="checkbox"/>

<b>8. Condition (Please read note 16)</b>
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

<b>9. Declarations (Please read note 17)</b>	
The information contained in this form is correct to the best of my knowledge and belief.	
I understand that it is an offence:	
(i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and	
(ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both.	
Signature	
Date	
Name of Person signing	CHRISTINA HUNT

For completion by the licensing authority

<b>10. Acknowledgement (Please read note 18)</b>	
I acknowledge receipt of this temporary event notice.	
Signature	 On behalf of the licensing authority
Date	22/11/12
Name of Officer signing	PAUL CAMPBELL





**Havering**  
LONDON BOROUGH

## memo

From: Marc Gasson-Noise Specialist

To: Paul Campbell-Licensing Specialist

### Public Protection

Mercury House, Mercury Gardens  
Romford RM1 3SL

**Please call: Marc Gasson**

**Telephone: 01708 432777**

Fax: 01708 432554

email: [environmental.health@havering.gov.uk](mailto:environmental.health@havering.gov.uk)

Textphone ☎: 01708 433175

My Reference : MDG/012264

Your Reference :

Date: 22 November 2012

**Licensing Act 2003-Application For Temporary Event Notice 15/12/2012 19:00-01:00  
Hornchurch Football Club, The Clubhouse, The Stadium, Bridge Avenue,  
Upminster,Essex.**

I refer to the above application and advise that I object to it being granted on the following grounds:-

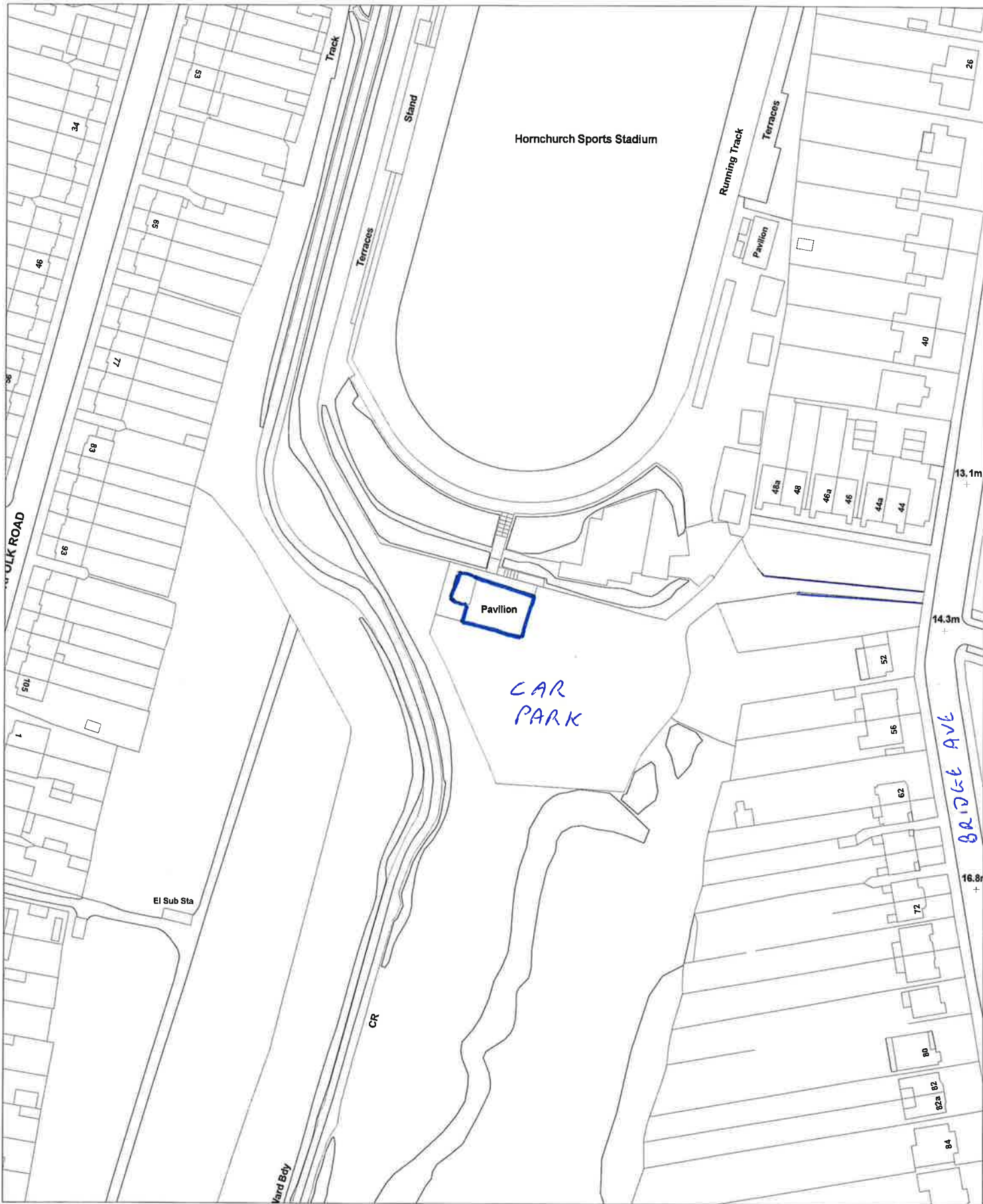
1. The close proximity of nearby residential premises to the venue.
2. Previous history of noise problems from the venue.

I trust this clarifies my position.

Marc Gasson  
Noise Specialist

## **Licensing Sub-Committee**

**Appendix 2** - Map of local area

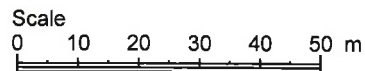


**Hornchurch FC**

Map Reference: TQ5586SW



Scale @ A4 1:1250  
Date: 22/11/2012



London Borough of Havering  
Town Hall, Main Road  
Romford, RM1 3BD  
Tel: 01708 434343

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100024327

## **Licensing Sub-Committee**

Appendix 3 - Representations from the Responsible Authorities



**Havering**  
LONDON BOROUGH

## memo

From: Marc Gasson-Noise Specialist

To: Paul Campbell-Licensing Specialist

### Public Protection

Mercury House, Mercury Gardens  
Romford RM1 3SL

**Please call: Marc Gasson**

**Telephone: 01708 432777**

Fax: 01708 432554

email: [environmental.health@havering.gov.uk](mailto:environmental.health@havering.gov.uk)

Textphone ☎: 01708 433175

My Reference : MDG/012264

Your Reference :

Date: 22 November 2012

**Licensing Act 2003-Application For Temporary Event Notice 15/12/2012 19:00-01:00  
Hornchurch Football Club, The Clubhouse, The Stadium, Bridge Avenue,  
Upminster,Essex.**

I refer to the above application and advise that I object to it being granted on the following grounds:-

1. The close proximity of nearby residential premises to the venue.
2. Previous history of noise problems from the venue.

I trust this clarifies my position.

Marc Gasson  
Noise Specialist