



**F B McArdle**  
**Chief Executive**  
South Derbyshire District Council,  
Civic Offices, Civic Way,  
Swadlincote, Derbyshire DE11 0AH.

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[Democratic.services@southderbyshire.gov.uk](mailto:Democratic.services@southderbyshire.gov.uk)

Our Ref  
Your Ref

Date: 28<sup>th</sup> March 2022

Dear Councillor,

### **Licensing and Appeals Sub-Committee**

Please find enclosed the agenda and supporting information for the Licensing and Appeals Sub-Committee meeting.

A Meeting of the **Licensing and Appeals Sub-Committee** will be held at **Council Chamber**, Civic Offices, Civic Way, Swadlincote on **Tuesday, 05 April 2022** at **10:00**. You are requested to attend.

If you require any further information, please contact Democratic Services on the number shown above.

Yours faithfully,

Chief Executive

To:- **Labour Group**  
Councillor Gee (Chair) and Councillor Taylor

**Conservative Group**  
Councillor Haines



## **AGENDA**

### **Open to Public and Press**

- 1** Apologies
- 2** To note any declarations of interest arising from any items on the Agenda
- 3** ITEM 3 - HEARING FOR AN APPLICATION FOR A PREMISES LICENCE **3 - 138**

### **Exclusion of the Public and Press:**

- 4** The Chairman may therefore move:-  
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

## **REPORT TO LICENSING & APPEALS SUB-COMMITTEE**

**Agenda Item:**

**Hearing Date: 5<sup>th</sup> April 2022**

Contact Officer: Faye Norman

### **HEARING FOR AN APPLICATION FOR A PREMISES LICENCE TO BE GRANTED UNDER THE LICENSING ACT 2003**

<b>Applicant's Name</b>	Roger Lowe
<b>Premises Name</b>	Melbourne Hall (Walled Garden)
<b>Address</b>	Melbourne Hall, Church Square, Melbourne, Derbyshire, DE73 8EN

#### **1. PURPOSE**

- 1.1 To determine an application to grant a premises licence received by this Authority on the 9<sup>th</sup> February 2022 from Roger Lowe. The application is attached at **(Appendix 1)**.

#### **2. BACKGROUND**

- 2.1 The applicant is seeking to be granted a premises licence for films, live music, recorded music, performances of dance, anything of a similar description to live music, recorded music and performance of dance and the sale by retail of alcohol for consumption on and off the premises for the times stated in paragraph 3. The applicant is applying for a maximum of 42 event days between April and October with no more than 7 days allowed in each month and for no more than 4 consecutive days for events. Mr Lowe has also formally amended the application to clarify that the maximum capacity of the premises shall be 1000 people at any one-time including staff and performers.

#### **3. APPLICATION DETAILS**

- 3.1 The applicant requests the Licensing Authority to permit the following:

Activity	Days	Times
All Licensable Activities	Monday – Sunday	09.00hrs – 22.30hrs
Opening hours of the premises	Monday – Sunday	09.00hrs – 23.30hrs

- 3.2 The steps the applicant intends to take to promote all four licensing objectives can be seen at section M of the application form.

#### **4. CONSULTATION RESPONSES**

- 4.1 Representations were received from the Responsible Authorities.

Licensing Authority

Representation received during the 28 day  
consultation period. Full details can be found  
at **(Appendix 2)**.

- 4.2 15 representations were received from other persons during the 28 day consultation period. Full details can be found at **(Appendix 4 – 18)**.

## **5. AGREEMENT BETWEEN PARTIES**

- 5.1 The Licensing Authority and Environmental Health have now agreed conditions with the applicant and have subsequently withdrawn their representations as shown at **(Appendix 19) & (Appendix 20)**

## **6. OTHER RELEVANT CONSIDERATIONS**

- 6.1 The Authority should consider its responsibilities under the Crime and Disorder Act 1998, and the Human Rights Act 1998 when considering the fair balance between the interests of the applicant and the rights of local residents.
- 6.2 Any decision taken by the Sub-Committee must be appropriate and proportionate to the objective being pursued.
- 6.3 Members are reminded that whenever they make a decision under the Licensing Act 2003, they have a duty to act with a view to promoting the licensing objectives.
- 6.4 When considering any representations, only those issues relating to the four licensing objectives should be considered and appropriate weight given to the importance and relevance to the application of each representation.
- 6.5 In making its decision, Members must also have regard to the Statutory Guidance issued under section 182 of the Licensing Act 2003 and the Council's own Licensing Policy. If Members depart from either, they must specify their reasons for doing so.

## **7. DETERMINATION**

- 7.1 The Sub-Committee must take such of the following steps as it considers necessary for the promotion of the licensing objectives:
1. Grant the licence in accordance with the application.
  2. Modify the conditions of the operating schedule by altering or omitting or adding to them.
  3. Exclude or restrict from the scope of the licence any of the licensable activities to which the application relates.
  4. Reject the whole of the application.
- 7.2 The Sub-Committee may also grant the licence subject to different conditions for different parts of the premises.
- 7.3 Members are asked to note that they may not modify the conditions or reject whole or part of the application merely because they consider it desirable to do so. It must be appropriate to do so in order to promote the licensing objectives and any such step must relate to any outstanding representation made.

- 7.4 If Members grant the application, the details of the operating schedule will be incorporated into the licence as conditions. The licence will also be subject to certain mandatory conditions.

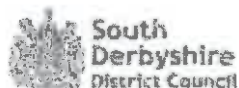
## **8. RIGHT OF APPEAL**

- 8.1 Members should note that the applicant or persons making representations have the right of appeal against any decision made by the Sub-Committee.

## **9. APPENDICES**

1. Premises Licence Application Received – Roger Lowe
2. Representation received – Licensing Authority
3. Representation received – Environmental Health
4. Representation received – Local Resident
5. Representation received – Local Resident
6. Representation received – Local Resident
7. Representation received – Local Resident
8. Representation received – Local Resident
9. Representation received – Local Resident
10. Representation received – Local Resident
11. Representation received – Local Resident
12. Representation received – Local Resident
13. Representation received – Local Resident
14. Representation received – Local Resident
15. Representation received – Local Resident
16. Representation received – Local Resident
17. Representation received – Local Resident
18. Representation received – Local Resident
19. Representation Withdrawn – Licensing Authority
20. Representation Withdrawn – Environmental Health



exp: 09/03/2022  
Lpi:

**South Derbyshire**  
**Application for a premises licence**  
**Licensing Act 2003**

For help contact  
[licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)  
 Telephone: 01283 221000

\* required information

**Section 1 of 21**

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

**Applicant Details**

\* First name

Roger

\* Family name

Lowe

\* E-mail

Main telephone number

Include country code.

Other telephone number

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

- ☒ Applying as a business or organisation, including as a sole trader  
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

**Applicant Business**

Is your business registered in the UK with Companies House?

☐ Yes ☒ No

Note: completing the Applicant Business section is optional in this form.

Is your business registered outside the UK?

☐ Yes ☒ No

Business name

Melbourne Hall

If your business is registered, use its registered name.

VAT number

Put "none" if you are not registered for VAT.

Legal status

Charity or Association

*Continued from previous page...*

Your position in the business

Home country

The country where the headquarters of your business is located.

**Business Address**

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Section 2 of 21**

**PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 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.

**Premises Address**

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address    ☐ OS map reference    ☐ Description

**Postal Address Of Premises**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

**Further Details**

Telephone number

Non-domestic rateable value of premises (£)



### Section 3 of 21

#### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☒ An individual or individuals
- ☐ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

#### Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

### Section 4 of 21

#### INDIVIDUAL APPLICANT DETAILS

##### Applicant Name

Is the name the same as (or similar to) the details given in section one?

☒ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

☐ Yes ☐ No

Continued from previous page...

### Current Residential Address

Is the address the same as (or similar to) the address given in section one?

☐ Yes

☒ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

### Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

☒ Yes

☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

Telephone number

Other telephone number

\* Date of birth

 /  / 

dd mm yyyy

\* Nationality

Documents that demonstrate entitlement to work in the UK

Right to work share code

Right to work share code if not submitting scanned documents

Add another applicant

## Section 5 of 21

### OPERATING SCHEDULE

When do you want the premises licence to start?

 /  / 

dd mm yyyy

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

 /  / 

dd mm yyyy

Provide a general description of the premises

Continued from previous page...

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

The license will be for the area as defined in the supported plan and is to facilitate a programme of events to take place between April & October.

The events will include Comedy, Music, Cinema & Food.

Timings will be 10am - 11pm for licensable activities, 9am-11.30pm to allow for people entering & leaving site.

A maximum of 42 event days are applied for with no more than 7 days allowed in each month and no more than 4 consecutive days for events

Each event will have a Traffic Managment Plan & a Noise Managment Plan in place & made available

Events that include amplified music will be in keeping with the setting & disturbance kept to a minimum by way of an EHO agreed Noise Managment plan in place and a mechanism agree to record levels during events. A telephone number will be made available to residents to contact should they experience a disturbance.

Each event will be assesed & scored using the purple guide and services booked accordingly.

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

4999

## Section 6 of 21

### PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

☐ Yes

☒ No

## Section 7 of 21

### PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

☒ Yes

☐ No

### Standard Days And Timings

#### MONDAY

Start 09:00

End 22:30

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

#### TUESDAY

Start 09:00

End 22:30

Start

End

#### WEDNESDAY

Start 09:00

End 22:30

Start

End

Continued from previous page...

THURSDAY

Start 09:00

End 22:30

Start

End

FRIDAY

Start 09:00

End 22:30

Start

End

SATURDAY

Start 09:00

End 22:30

Start

End

SUNDAY

Start 09:00

End 22:30

Start

End

Will the exhibition of films take place indoors or outdoors or both?

☐ Indoors

☐ Outdoors

☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Outdoor Cinema Screenings. Age restrictions will be in place where appropriate. Amplified music will be used and supported by a noise management plan

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

The events will take place between April & October

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Continued from previous page...

Will you be providing indoor sporting events?

☐ Yes ☒ No

#### Section 9 of 21

#### PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

#### Section 10 of 21

#### PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

☒ Yes ☐ No

#### Standard Days And Timings

##### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

##### TUESDAY

Start

End

Start

End

##### WEDNESDAY

Start

End

Start

End

##### THURSDAY

Start

End

Start

End

##### FRIDAY

Start

End

Start

End

##### SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the performance of live music take place indoors or outdoors or both?

☐ Indoors

☐ Outdoors

☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Live Music & Recorded amplified music that is in keeping with the setting of Melbourne Hall & able to adhere to any noise management plan and premises license limitations on set levels. A noise consultant will take readings during events to ensure there are no breaches of license conditions. A contact number will be made available to local residents to contact should any disturbance be experienced.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 11 of 21

### PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

☒ Yes

☐ No

#### Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start  End

Start  End

THURSDAY

Start  End

Start  End

FRIDAY

Start  End

Start  End

SATURDAY

Start  End

Start  End

SUNDAY

Start  End

Start  End

Will the playing of recorded music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Live Music & Recorded amplified music that is in keeping with the setting of Melbourne Hall & able to adhere to any noise management plan and premises license limitations on set levels. A noise consultant will take readings during events to ensure there are no breaches of license conditions. A contact number will be made available to local residents to contact should any disturbance be experienced.

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

## Section 12 of 21

### PROVISION OF PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing performances of dance?

☒ Yes ☐ No

#### Standard Days And Timings

##### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

##### TUESDAY

Start

End

Start

End

##### WEDNESDAY

Start

End

Start

End

##### THURSDAY

Start

End

Start

End

##### FRIDAY

Start

End

Start

End

##### SATURDAY

Start

End

Start

End

##### SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other  
structure tick as appropriate. Indoors may  
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Any dance performances that take place will be part of age appropriate shows, for example west end musical shows may include an element of singing & dancing.



Continued from previous page...

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

### Section 13 of 21

#### PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing anything similar to live music, recorded music or performances of dance?

☒ Yes ☐ No

#### Standard Days And Timings

##### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

##### TUESDAY

Start

End

Start

End

##### WEDNESDAY

Start

End

Start

End

##### THURSDAY

Start

End

Start

End

Continued from previous page...

FRIDAY

Start 09:00

End 22:30

Start

End

SATURDAY

Start 09:00

End 22:30

Start

End

SUNDAY

Start 09:00

End 22:30

Start

End

Give a description of the type of entertainment that will be provided

Comedy performances to age appropriate audiences and ticketed events centred around food & gardening for example

Will this entertainment take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Continued from previous page...

Will you be providing late night refreshment?

☐ Yes

☒ No

## Section 15 of 21

### SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☒ Yes

☐ No

#### Standard Days And Timings

##### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days  
of the week when you intend the premises  
to be used for the activity.

##### TUESDAY

Start

End

Start

End

##### WEDNESDAY

Start

End

Start

End

##### THURSDAY

Start

End

Start

End

##### FRIDAY

Start

End

Start

End

##### SATURDAY

Start

End

Start

End

##### SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

☒ On the premises

☐ Off the premises

☐ Both

If the sale of alcohol is for consumption on  
the premises select on, if the sale of alcohol  
is for consumption away from the premises  
select off. If the sale of alcohol is for  
consumption on the premises and away  
from the premises select both.

State any seasonal variations

*Continued from previous page...*

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

**Name**

First name

Family name

Date of birth  /  /   
dd mm yyyy

**Enter the contact's address**

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number  
(if known)

Issuing licensing authority  
(if known)

**PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT**

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

☐ Electronically, by the proposed designated premises supervisor

Continued from previous page...

- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

## Section 16 of 21

### ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

## Section 17 of 21

### HOURS PREMISES ARE OPEN TO THE PUBLIC

#### Standard Days And Timings

##### MONDAY

Start

End

Start

End

Give timings in 24 hour clock.  
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

##### TUESDAY

Start

End

Start

End

##### WEDNESDAY

Start

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Start

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##### THURSDAY

Start

End

Start

End

##### FRIDAY

Start

End

Start

End

##### SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start 09:00

End 23:30

Start

End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

## Section 18 of 21

### LICENSING OBJECTIVES

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

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

We propose the premises license is limited to number of events a year & months of the year as applied for. The specific dates of events shall be provided to the responsible authorities and published no later than 28 days in advance of the event date.

If required An Event Safety Management Manual and Plan (ESMP) containing detail appropriate to each event shall be produced and implemented in consultation with and with the agreement of the Responsible Authorities. The ESMP, including a detailed plan of the site, shall be submitted to the Licensing Authority, the Responsible Authorities at least 28 days prior to the event.

Each annual ESMP will contain details of the following subjects:

- ☒ general site safety
- ☒ securing the site and protecting the public during set up
- ☒ outlining dangers to contractors working on the site
- ☒ details of barriers to the perimeter of the licensed area
- ☒ details of electrical systems and installation
- ☒ power requirements
- ☒ location of generators
- ☒ details with regard to back stage areas (if appropriate)
- ☒ details on escape lighting (if appropriate)
- ☒ first aid and fire safety equipment provisions
- ☒ crowd safety operational plan
- ☒ operational plan for festival/event.
- ☒ details of procedure for dealing with any public unrest/disorder
- ☒ a Fire Risk Assessment will also be produced for each festival/event.

Each ESMP will contain details on the following subject

- ☒ refuse collection

*Continued from previous page...*

- ☒ sanitary provisions
- ☒ control of noise levels during the festival, particularly from any amplified music

Access to the site will be by ticket only.

b) The prevention of crime and disorder

The ESMP shall provide details of the following measures:

- ☒ Deployment of steward and security staff within and along main egress routes surrounding the site;
- ☒ Exercising the right to refuse entry to any unauthorised/disorderly person;
- ☒ Bag search operation conducted at the arena entrance;
- ☒ Pre-event and onsite liaison with Police
- ☒ The confirmed position of any bars and food concession stands.

Training shall be provided to all staff on commencement of the event relating to all age-restricted products sold; this shall include under-age alcohol sales, drug awareness, health and safety and fire safety in line with relevant legislation and any systems or procedures they are expected to follow in the course of dealing with these goods;

Clear, prominent and unobstructed signage informing customers of the 'Challenge 25' proof of age scheme in operation shall be displayed at:

- ☒ All entry points
- ☒ Points of sale

The only acceptable forms of identification shall be:

- ☒ Photo Driving Licence
- ☒ Current Passport
- ☒ Government Approved 'PASS' agency Card.
- ☒ MoD Identity Card

All SIA staff and marshals shall wear suitable clothing such as fluorescent jackets or bibs to clearly indicate their different roles on site; SIA staff should wear one colour and marshals another to distinguish between the two;

The premises licence holder shall ensure that it is made clear to promoters, staff, and those persons attending the event, that 'legal highs' shall not be permitted on to the site;

The premises licence holder shall devise a policy in relation to the way that illegal substances (including drugs) shall be dealt with. This policy shall detail the procedures for searching those attending the event and the method by which any illegal substances shall be securely stored and/or disposed of (including the operation of the 'Drugs Amnesty Box'). This policy will be adhered to at all times that the premises licence authorises licensable activities for the event;

There shall be provided a 'Drugs Amnesty Box' where those persons attending the festival will be invited to voluntarily surrender any illegal substances or 'legal highs' that they may have in their possession;

The premises licence shall devise and adhere to a policy detailing the way in which persons ejected from the site during the course of the event will be dealt with. This policy shall have particular regard to those persons that may be under the influence of alcohol or other substances or that may be under the age of 18 or otherwise vulnerable;

c) Public safety

A supply of drinking water should be provided and maintained in the public where the risk assessment/event management plan deem necessary. All water dispensing equipment will be clean, well maintained and suitable and the water microbiologically safe.

Suitable and sufficient sanitary accommodation, hand washing facilities and drinking water supplies shall be provided. We shall ensure that adequate sanitary facilities are provided and located. These facilities shall be available for inspection by an Enforcement Officer of the Council not less than 24 hours before the entertainment is open to the public.

Where temporary toilet accommodation is required the licensee shall ensure that where practicable separate sex toilet accommodation shall be provided at agreed locations on the premises.

The ESMP shall provide details of the following measures:

- ☒ Employment of an Event Safety Officer to oversee build, event and de-rig;
- ☒ Safeguarding of water supplies;
- ☒ Assessment of contractors and their safety documentation prior to arrival on site.

Training shall be provided to all staff on commencement of the event relating to all age-restricted products sold; this shall include under-age alcohol sales, drug awareness, health and safety and fire safety in line with relevant legislation and

*Continued from previous page...*

any systems or procedures they are expected to follow in the course of dealing with these goods;

At the close of each trading day, the Designated Premises Supervisor shall review and endorse the Refusal log and cross check this with any specific spikes in trading. This log shall be used as a tool to target or highlight the need for specific enhanced staff training the following day. A record of any enhanced training shall be kept within the highlighted member of staff's employment record;

Suitable and sufficient written risk assessments covering the Venue, Fire and Operating policies shall be kept up to date and shall be made available upon a request by a Police Officer or an authorised officer as detailed within Section 13 of the Licensing Act 2003;

Marshals shall be on site and at the site entrance to assist in traffic management into and off the site; as well as parking on the site. The marshals / stewards shall monitor all zones of the site at all times for the period of the event / premises licence;

All SIA staff and marshals shall wear suitable clothing such as fluorescent jackets or bibs to clearly indicate their different roles on site; SIA staff should wear one colour and marshals another to distinguish between the two;

d) The prevention of public nuisance

We will be vigilant to ensure that public nuisance is avoided due to events or functions held and take appropriate preventative measures. This shall be in the form of a noise control scheme approved by the Local Authority that accounts for the nature and character of the noise.

Noise test will be carried out by professional sound engineers prior to events to ensure nuisance is avoidable and license limits are achievable.

We would propose that the music noise level (MNL) is expressed as a 4 hour average

LAeq taken as a free field measurement. The level & monitoring addresses shall be agreed with the Environmental Health Department and listed in the noise management plan.

If necessary, replacement monitoring locations shall be agreed in advance by the premises license holder and South Derbyshire District Council Environmental Health Department. These locations shall be included in the Noise Management Plan.

During the event hours, the premises licence holder shall operate an attended complaints telephone service, through which contact can be made regarding noise or other nuisance concerns. This phone number shall be publicised to the surrounding communities in a manner to be agreed with the Licensing Authority and provided to the Environmental Health teams at both South Derbyshire District Council and North-West Leicestershire Borough Council for contact to be made should it be necessary during the event.

The premises licence holder shall employ a competent person to monitor and assess noise from the event. Those person(s) responsible for noise control must be on site and operational during all hours when music noise from licensable activities is occurring. Outside of these hours, members of staff nominated to the Licensing Authority must be available to be contacted in the event of noise complaints being received outside these hours. Their details and direct contact number must be made available to the Environmental Health Departments.

A Noise Management Plan shall be submitted to South Derbyshire District Council as part of the ESMP. The plan shall describe the noise controls which will be taken to ensure that the noise conditions in this licence are complied with.

The ESMP shall provide details of the following measures:

☒ The security and stewarding contractor providing teams who will respond to with issues on the exterior of the event site;

☒ Provision of car parks and traffic management to limit the impact of event traffic on the surrounding areas;

☒ Contracting a waste management company to conduct litter-picking on the exterior of the site (as well as the interior).

Clear, prominent and unobstructed signage informing customers of the 'Challenge 25' proof of age scheme in operation shall be displayed at:

☒ All entry points

☒ Points of sale

The only acceptable forms of identification shall be:

☒ Photo Driving Licence

☒ Current Passport

☒ Government Approved 'PASS' agency Card.

☒ MoD Identity Card

At the close of each trading day, the Designated Premises Supervisor shall review and endorse the Refusal log and cross



*Continued from previous page...*

check this with any specific spikes in trading. This log shall be used as a tool to target or highlight the need for specific enhanced staff training the following day. A record of any enhanced training shall be kept within the highlighted member of staff's

All SIA staff and marshals shall wear suitable clothing such as fluorescent jackets or bibs to clearly indicate their different roles on site; SIA staff should wear one colour and marshals another to distinguish between the two;

**e) The protection of children from harm**

There will be no age restricted film showings or nudity or semi-nudity events in the presence of children. We will ensure that the Challenge 25 policy is adhered to with the refusal log kept up to date on easily accessible.

We will appoint a DBS children's offer at under 18 events and ensure there is a safe place for lost children.

The ESMP for such events shall provide details of the following measures:

☒ For 'lost and found' children;

☒ Ticket restriction on children under 16, who must be accompanied by an adult to gain entrance to the site;

☒ A challenge 25 scheme operated across all bars.

Films that hold a classification making the film unsuitable for some children shall be shown in an enclosed marquee or big top tent where access shall be controlled by staff. The notices and other publicity shall advise customers of any age restrictions. Stewards will conduct age checks and permit access depending on the BBFC classification of the film.

Training shall be provided to all staff on commencement of the event relating to all age-restricted products sold; this shall include under-age alcohol sales, drug awareness, health and safety and fire safety in line with relevant legislation and any systems or procedures they are expected to follow in the course of dealing with these goods;

Clear, prominent and unobstructed signage informing customers of the 'Challenge 25' proof of age scheme in operation shall be displayed at:

☒ All entry points

☒ Points of sale

The only acceptable forms of identification shall be:

☒ Photo Driving Licence

☒ Current Passport

☒ Government Approved 'PASS' agency Card.

☒ MoD Identity Card

At the close of each trading day, the Designated Premises Supervisor shall review and endorse the Refusal log and cross check this with any specific spikes in trading. This log shall be used as a tool to target or highlight the need for specific enhanced staff training the following day. A record of any enhanced training shall be kept within the highlighted member of staff's employment record;

All SIA staff and marshals shall wear suitable clothing such as fluorescent jackets or bibs to clearly indicate their different roles on site; SIA staff should wear one colour and marshals another to distinguish between the two;

**Section 19 of 21**

**NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK**

*Continued from previous page...*

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

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

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

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

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

**Documents which demonstrate entitlement to work in the UK**

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

*Continued from previous page...*

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

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

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

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

***Continued from previous page...***

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

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

#### **Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

#### **Section 20 of 21**

#### **NOTES ON REGULATED ENTERTAINMENT**

**Continued from previous page...**

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
  - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.



Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

## Section 21 of 21

### PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00\*

Band E - £125001 and over £635.00\*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £125000 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39999 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

100.00

### ATTACHMENTS

### AUTHORITY POSTAL ADDRESS

Continued from previous page...

**Address**

Building number or name	<input type="text"/>
Street	<input type="text"/>
District	<input type="text"/>
City or town	<input type="text"/>
County or administrative area	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

**DECLARATION**

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

☐ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name	<input type="text"/>
* Capacity	<input type="text"/>
Date (dd/mm/yyyy)	<input type="text"/>

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/south-derbyshire/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

**IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION**

**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**

Area  
■ Site 3  
■ Stage  
■ Bar  
■ Food

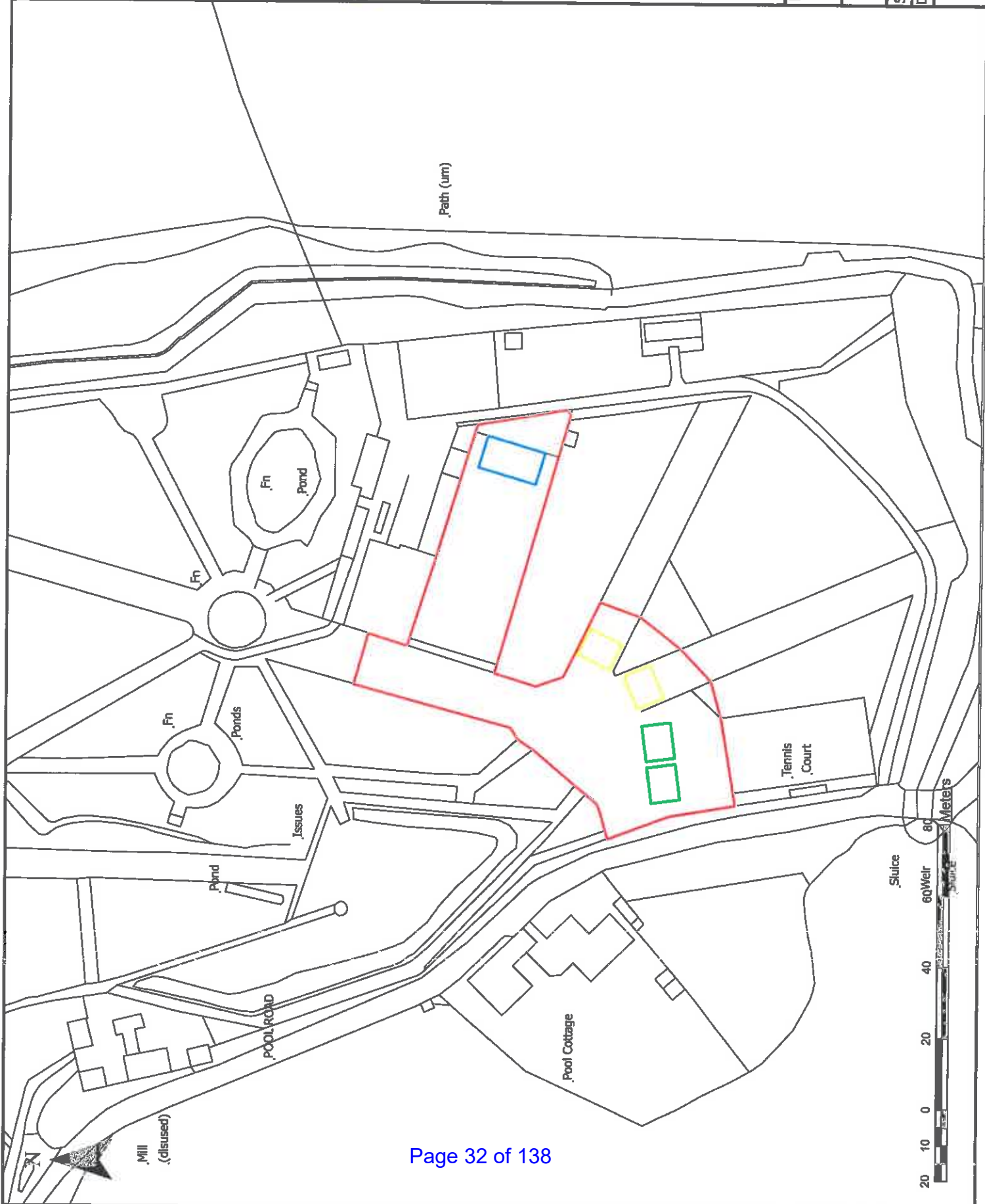
Drawing Name:  
Melbourne Hall

Drawing No:  
16019/MH/Event

Scale: n/a Paper: A3

Date: Jan 31st 2022

Path (um)





**Licensing Act 2003  
Premises Licence Application –  
Notification to Local Authority of agreement regarding Representations**

To: Licensing Authority Office

Date: 09/03/2022

Dear Sir/Madam

I write in my capacity as the applicant in relation to the above matter. Discussions have taken place with the Licensing Authority in relation to the promotion of the licensing objectives.

I would like to add the following conditions to my application:

The capacity of the premises shall be 1000 people at any one time including staff and performers.

Please accept this notice as formal request to amend my application/operating schedule in accordance with the above and note that I agree to these conditions being attached to the premises licence.

Signed.....

Name in block ...Roger Lowe.....

Date...09/03/2022.....



**SOUTH DERBYSHIRE DISTRICT COUNCIL**  
**Licensing Act 2003**

**REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES**

**Responsible Authority** (please delete as applicable):  
 Licensing Authority

<b>Your Name</b>	Mark Lomas
<b>Job Title</b>	Licensing Officer Enforcement (Submitted on behalf of the Senior Licensing Officer)
<b>Postal and email address</b>	South Derbyshire District Council, Licensing Department, Civic Offices, Civic Way, Swadlincote, DE11 0AH mark.lomas@southderbyshire.gov.uk
<b>Contact telephone number</b>	01283 595890

<b>Name of the premises you are making a representation about</b>	Melbourne Hall (Walled Garden)
<b>Address of the premises you are making a representation about</b>	Church Square, Melbourne, DE73 8EN

<b>Which of the four licensing objectives does your representation relate to?</b>	<b>Yes Or No</b>	<b><i>Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary</i></b>
<b>To prevent crime and disorder</b>	Yes	This is a Premises Licence Application for an event area within and the Walled Garden situated at Melbourne Hall. Food concessions stands and a licensed bar will be positioned in an area adjacent to the walled garden area. The licensable activities of live, recorded music, dance have been applied for along with the sale by retail of alcohol to the public on the premises only. The applicant within their application has commendably offered hours and conditions to promote the four licensing objectives in support of their application. However, these conditions in their current form are not achievable, clear, and concise, whilst undermining other primary legislation. They would place the applicant in a precarious position in attempting to comply with and adhere to them whilst undermining the licensing objectives and the applicant's business. In order to assist and ensure the promotion of the four licensing objectives in line with the application submitted by the applicant I would replace the offered conditions with the following conditions shown below.
<b>Public safety</b>	Yes	As above
<b>To prevent public nuisance</b>	Yes	As above
<b>To protect children from harm</b>	Yes	As above

**Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing and Appeals Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.**

1. Events shall only take place between April and October within the walled garden area as denoted on the plan attached to the premises licence.
2. A maximum of 42 event days, with no more than 7 days within each calendar month and no more than 4 consecutive days for these events shall take place.
3. An Event Management Plan for each event will be recorded and available for inspection upon request by a Police Constable or another authorised person as detailed within Section 13 of the Licensing Act 2003 in relation to each event hosted on the site as per the plan attached to the premises licence.
4. The Police and the Licensing Authority will be given 28 days notice, via e-mail or in writing, of the details of each event.
5. Full training shall be provided to all staff on commencement of employment relating to the sale of alcohol and any system or procedures they are expected to follow in the course of dealing with these goods.
6. Refresher training shall be provided at regular intervals – at least every 6 months.
7. Records detailing the training provided shall be kept on the premises for production upon request by the Police or other Responsible Authority.
8. All records must be written and shall be retained on the premises for a minimum of 12 months.
9. A challenge 25 Proof of age scheme shall be operated at all times.
10. Anyone attempting to purchase alcohol (or other age restricted product) that appears under the age of 25 years shall be asked to produce a proof of age.
11. The only acceptable forms of identification shall be:
  - PASS – accreditation proof of age card.
  - Photo Driving Licence.
  - Current Passport.
  - HM Forces Identity Card
12. Clear, prominent and unobstructed signage informing customers of the proof of age scheme in operation shall be displayed at all entry points to the premises and at the point

	<p>13. A system of recording sales challenged under the proof of age scheme shall be operated at all times.</p> <p>14. The refusal book / log shall be kept on the premises for production upon request by the Police or other Responsible Authority.</p> <p>15. The records relating to the refusal book / log shall be retained on the premises for a minimum of 12 months.</p> <p>16. The Premises Licence Holder shall ensure that a written incident log is maintained within the premises and details of all relevant incidents are recorded within the log. This log shall be kept on the premises for a period of not less than 12 months and shall be produced upon request by the Police or other Responsible Authority.</p>
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Signed: *M. Lomas*

Date: 10<sup>th</sup> February 2022

Please return this form along with any additional sheets to the Licensing Section, South Derbyshire District Council, Council Offices, Civic Way, Swadlincote, Derbyshire, DE11 0AH or email to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk). This form must be returned within the Statutory Period. For more details please check with the Licensing Office on 01283 595 716/724/890



**SOUTH DERBYSHIRE DISTRICT COUNCIL**  
**Licensing Act 2003**

**REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES**

**Responsible Authority** (please delete as applicable):

Police / Fire / Environmental Protection / Health and Safety / Child Protection / Trading  
Standards/ Planning Authority/ Licensing Authority / Health Authority

<b>Your Name</b>	John Mills
<b>Job Title</b>	Principal EHO
<b>Postal and email address</b>	South Derbyshire District Council
<b>Contact telephone number</b>	01283 595903

<b>Name of the premises you are making a representation about</b>	Melbourne Hall License application reference LAPRE/0407
<b>Address of the premises you are making a representation about</b>	Church Square, Melbourne, Derby

<b>Which of the four licensing objectives does your representation relate to?</b>	<b>Yes Or No</b>	<b>Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary</b>
<b>To prevent crime and disorder</b>	No	
<b>Public safety</b>	No	
<b>To prevent public nuisance</b>	Yes	A maximum noise level from regulated entertainment should be set to prevent nuisance
<b>To protect children from harm</b>	No	

<b>Suggested conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing and Appeals Sub Committee to take into account. Please use separate sheets where necessary and refer to checklist.</b>	<b>A maximum noise level of 80 dB(A) <math>L_{Aeq,(15mins)}</math> should not be exceeded when measured at a location 5 metres from the boundary of the walled garden.</b>
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Signed:

*John Mills*

Date: 10/02/22

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## SOUTH DERBYSHIRE DISTRICT COUNCIL

### **Licensing Act 2003**

#### **Representation by an "Other Person" as defined by the above Act.**

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Please indicate in which capacity you are making this representation by ticking a box below:

- X • An individual person  
 • A body representing a person e.g. Solicitor  
 • A person involved in a business  
 • A body representing a business

Representations are only relevant to an application if they relate to at least one of the four **Licensing Objectives** listed below:

- 1. The Prevention of Crime and Disorder**
- 2. Public Safety**
- 3. Prevention of Public Nuisance**
- 4. The Protection of Children from Harm**

Representations may be made at any time during a period of 28 consecutive days starting on the day after the application was given to the Licensing Authority. This period is reduced to the expiry of the 9<sup>th</sup> working day after the application was given for minor variation applications.

In the case of a closure order issued by the Police, representations may be made during the seven days that follow relevant notice being given to the Local Authority by the Magistrates Court, starting on the day after the notice was received.

Please enter your contact details below: -

Name:	
Address:	
Postcode:	
Tel:	
E-mail:	

Please confirm name and address of person, represented person or business affected, if different from the address given above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.

Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Melbourne Hall (Represented on the application by Roger Lowe)
Address of Premises	Melbourne Hall, Church Square, Melbourne, Derbyshire, DE73 8EN
Application Details:	New premises licence application (Expiry date: 09/03/22)

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

**X • The Prevention of Crime and Disorder**

- X • **Public Safety**
- X • **Prevention of Public Nuisance**
- X • **The Protection of Children from Harm**

**Details of my  
REPRESENTATION to the LICENSING APPLICATION  
submitted by MELBOURNE HALL [represented on the application by Roger  
Lowe]**

**1. Prevention of crime and disorder**

**The issue:**

*Melbourne Hall Events is planning to bring large groups of people to Melbourne. It's proposing to protect itself with security. But Melbourne itself would have no protection to deter potential crime and disorder throughout the community from up to nearly 5,000 strangers here at once – or even the 800-1,000 they say they plan to start with. How will my property and my family, and that of my fellow residents, be protected from that?*

Melbourne's residents have the right to be safe from crime and disorder. Out of any large group, some people are going to be less well-behaved than others, and thus carry the potential for causing disorder if not actual crime.

As well, people who mean to do mischief may or may not arrive directly at Melbourne Hall's proposed events. They could; it would be an ideal means of slipping into a distracted community. Or they could as easily use the mass arrival as cover to keep from being easily spotted. There would be no way to differentiate them on sight from well-intentioned attendees. They certainly wouldn't be carrying signs announcing who they are. They'll look like everyone else.

Melbourne Hall intends to watch out for crime and disorder within its own grounds during its proposed events. But its application has no plans for protecting the community itself although the village would be affected by the crowds it intends to attract. Legally, Melbourne Hall may not be able to be held responsible for what someone it attracts to its private events does elsewhere in the community. But that would be cold comfort to someone who sustained harm in such a way.

In effect, attracting up to 5,000 strangers to swarm into Melbourne and back out, whether for a day at a time or for multiple days in a row, opens the door to people who otherwise would not be attracted here. Even the 800-1,000 people that Melbourne Hall claims it wants to start with could attract people of ill intent.

Under normal circumstances, Melbourne is of a size and nature where such people would reasonably expect to be spotted. That's a natural deterrent to crime and disorder that otherwise might come in from outside sources. Especially in these days when policing has been drastically cut back everywhere, keeping deterrents in place is essential.

Bringing large groups of people into Melbourne, whether once or repeatedly, would negate that overnight. It wouldn't take 5,000 people to cause that. It wouldn't take even half of that, nor half again of that.

Crowds of strangers that have not been invited by the community need to be watched and monitored. It's a telling commentary that Melbourne Hall has made no plans for this. Its application shows only a consideration for itself, and not for the

potential for crime and disorder that it could be imposing on the village in which it sits.

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## **2. Public safety**

### **The issue:**

*On a daily basis, safely negotiating Melbourne's narrow, curving streets and its 2-lane approach roads requires alertness and caution for drivers as well as pedestrians. Near-misses happen frequently. Three months ago, there was a head-on collision near the entrance to Melbourne Hall. Potentially doubling the village population for Melbourne Hall's events – even if not all attendees arrive in private vehicles – is asking for further such trouble.*

Melbourne's quaintly narrow and curvy central streets are part of its charming village atmosphere, but those features also have inherent drawbacks. Residential and business parking along those streets narrows them even more. Vehicles in one lane often must pull over to allow oncoming cars, trucks, and buses to come past. There is very little room for error.

In addition, each of Melbourne's approach roads has only two lanes. Those effectively are often narrowed to a single lane at the village itself. The arrival, departure, and general use by up to 5,000 attendees at Melbourne Hall's proposed events could only exacerbate the daily crunch of vehicular and pedestrian traffic here.

What will happen if emergency vehicles need to come and go on those roads, especially during the height of attendance traffic? What if they need a place to park on a crowded street with no spare parking?

Each road that attendees coming to Melbourne Hall Events would take come with hurdles. Using the roads to the east as an example ... one of the two roads coming from the direction of East Midlands Airport ends in Melbourne as Station Road. It largely passes through countryside. But when it reaches the village it starts passing a nearly continuous stream of compactly spaced houses, many of them housing children of all ages, making it unsuitable as a main approach road.

The alternative road from that direction ends as Blackwell Lane, running beside Melbourne Hall. It is the narrowest of those two-lane roads. It's winding and hilly, and has several blind curves. It's especially dangerous in the dark and in inclement weather. Driving on it requires caution even for residents of Melbourne and surrounding areas who are familiar with it. It would be particularly risky for non-locals both when they're anxious to arrive for Events and when wanting to get on home late at night. Where that road enters/exits Melbourne, parked cars along its edges often narrow it to a single lane.

A 60-space parking area has been proposed for the field off of Blackwell Lane across from the side of Melbourne Hall's tall surrounding wall. If parking does go there instead of on the Melbourne Hall side of that road, woe betide pedestrians trying to walk along that squeezed end of Blackwell Lane to the Hall entrance off of Church Square on the other side of the Lane.

Village residents are used to the high level of caution needed to cross from the

village side of the road to Church Square off of which the Hall is located. Many who wish to walk to The Pond and the public paths beyond it must cross there each day.

Especially on locally busy days that is a distinct challenge, especially for older and younger pedestrians who cannot walk quickly. But it's also a gamble for drivers who must dodge other vehicles as well as pedestrians. Approaches and exits converge there from three directions at once. Local people generally know to take special caution there. As strangers won't have learned that caution, there would be an escalated potential for harm to everyone at this location, whether on foot or using some form of wheeled transport.

As well, attendees would want to park in the most convenient spaces. Their first choice wouldn't be a lot down Blackwell Lane even if the Hall did put one there.

Unfortunately, Melbourne has very little parking space that isn't taken daily by residents and by those who work here and visit routinely (medical personnel, relatives, etc). It wouldn't take many Event arrivals parking in Melbourne's streets to overwhelm the village's most-used roads, and to further jeopardise safe passage for all across all of its busy streets.

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### **3. Prevention of Public Nuisance**

#### **The issue:**

*Having up to nearly 5,000 people regularly in Melbourne through 7 months of the year is a potential prelude to unwelcome noise and other disturbances in the nearby residential neighbourhoods and elsewhere on the village streets.*

The proposed location for these events is a private home and grounds that are immediately adjacent to residential areas. Even when there's no deliberate intention of disturbing area residents, multi-day entertainment events for crowds coming to and leaving Melbourne Hall will impact their lives.

Noise from the events themselves may or may not be adequately controlled. Even if it is, 'event noise' isn't just from the event itself. Even at plays and symphonic events, the buzz and activity before, at intermissions, and after the performances are typically spirited. In addition, their pre-and post-gatherings are full of noise from people making up for having to be quiet during the performance. There's no reason why that wouldn't be the same at Melbourne Hall.

Moreover, there's the noise that would be made by attendees outside of the venue. From whatever direction they came, attendees would be arriving and departing past residences that are set flush against the pavement (which most are) or nearly so. The excess daytime vehicular traffic as well as pedestrian traffic would directly affect those residents as they try to go about their daily lives. That includes traffic hampering their safe access to their own homes as well as the vocal noises of attendees coming and going beside their homes.

Nighttime activity is of yet greater concern. With the Hall's doors open until 11:30pm, concentrated rushes of departing attendees past the residences around and

after that late hour could be expected, along with the noise of all the departing vehicles.

As well, exuberant attendees who come out into the community either individually or in groups, whether full of joy, distress, or alcohol, would have yet another impact on the streets and the residents of the village at whatever hours they roam.

If this is allowed to happen, any resident (including those who are ill or infirm) whose tolerance limit is the usual village sounds would be penalised on every event-day.

Melbourne Hall is a private entity planning a private enterprise for its own benefit. It is patently unfair for the community to be expected to tolerate the negative impacts of a private scheme.

But it appears, in fact, that Melbourne Hall *knew* that its plans could negatively impact the community via these public nuisances. (And as well via public safety and/or crime and disorder and/or the potential for danger to children.) The evidence is in its apparent effort to obscure the legal notices that it was required to post along with its premises licence application.

The required published notice was placed in one random issue of the paid-circulation Derby Telegraph – not in the Village Voice which is distributed free to 6,000 Melbourne and other area households. (That's where citizens saw the Melbourne Hall application for essentially 10,000 last year: precisely, 9,999.) This time, only those who happened to buy the 17 February 2022 Derby Telegraph would have had any opportunity to see the required notice. It is not available in the Melbourne library, nor in any other public location in Melbourne.

As to the notice that's required to be posted on the premises, Initially it was put on the gate at the farthest southeast corner of the wall around the property, near the weir of The Pool - not in a prominent location easily visible to anyone walking past the Hall in Church Square.

On subsequent instruction from the Licensing Department to move it to "a more visible location" it was placed in the most obscure location that would meet the letter of the law, on the far right window of the Melbourne Hall office across from Melbourne Hall itself. At that, it was soft black print on a white A4 paper against a background of white blinds, not intended to draw attention to itself.

On either occasion, why was it not posted outside the main gate into the Melbourne Hall Courtyard where most people coming past the Hall would be likely to see it even if the gates were closed?

Public notices are meant to give the populace some means of fair notice of plans that could affect them, and to alert to them to the presence of an SDDC application. Especially when both notices were posted as obscurely as could be done, only two reasons for attempting to obscure these notices fall out: (1) An attempt to repress the objections recorded in the representations that you're receiving, and (2) an attempt to avoid calling attention to the application itself until it was too late to object.

It seems abundantly clear, therefore, that (1) Melbourne Hall and those acting on its behalf knew that they would be the net gainer from those plans and Melbourne would be the net loser, and (2) that if the village residents learned about the plans and about the attempt to suppress their rightful citizen input, they would object.

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#### **4. Protection of Children from Harm**

##### **The issue:**

*Large groups of strangers coming to Melbourne could bring drugs and alcohol into the community, either intentionally enticing children with them or inadvertently exposing children to them. Such groups also could hide others intent on targeting children for illicit activities.*

A crowd of up to 5,000 people is likely to include at least some people who drink irresponsibly, as well as potentially people who take or deal in drugs. Maybe they would attend the event. Maybe they would just arrive with the crowd so they wouldn't be obvious. Maybe they'd arrive separately, attracted by the large group.

Because we want to protect our children from harm, we don't want our young people to encounter this on the streets of Melbourne. The community makes every effort to prevent that from happening. Bringing up to 5,000 strangers here at once is the opposite to that. Bringing even half that number on a regular basis for more than half of the year, or half of that again, would bring the potential for endangerment to our community's youth.

Especially for events that are designed to bring sizeable groups here as quickly as it can be done – and then when the event finishes to herd them back out as quickly as can be done – it would be easy for drug dealers and users and others with ill intent to hide themselves among the attendees. From there they could slip out into the community and seek out our young people who normally feel safe in our streets.

Melbourne Hall plans to protect itself from drugs and alcohol excesses and other illegal behavior within its own grounds. But the Melbourne Hall Events application has no plans to protect Melbourne itself, and in particular its young people, from this kind of harm.

Anyone who targets children for corrupt purposes could hide among the crowds, or could come in separately and stay unnoticed in the overwhelm of sudden activity. Professionals are particularly good at that, but even amateurs can go undetected. Events such as crowds at Melbourne Hall would be a perfect cover for them.

What Melbourne Hall has applied for is not a community undertaking; it is a private scheme. Surely the Licensing Authority does not wish to authorise a private concern to endanger the village of which it is a part, especially not its children.

We cannot keep our children safe from everything. But they should be as safe as possible in their own community.



If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

I see no scenario in which the Melbourne Hall Events proposal can work without potentially endangering, stressing, and otherwise impinging on the residents of Melbourne and those who ordinarily work and visit here on a daily basis.

**But Melbourne Hall could reimagine its premise and make it work. It has food, coffee, wine, beer and boutique shops. These kinds of activities, if kept to their existing scale or similar, are suitable to its premises, should not disturb the village residents and are unlikely to attract problems to the community.**

If Melbourne Hall personnel and its associates want to raise more money than they anticipate clearing through such activity, they should do so in a location and in a way that doesn't infringe on the rights of others. That should simultaneously let them avoid creating public nuisances, fostering crime or disorder, jeopardising public safety, or potentially endangering children.

One option would be for the Melbourne Hall personnel and associates to establish a venue on other land that the Hall personnel own away from any built-up community. That would avoid all the potential problems of imposing it on existing village life.

Another option would be to stage events at Donington Park or another venue, where facilities already exist for even greater numbers than they propose. Doing so would save them the time, trouble and expense of investing in their own infrastructure. It also would reduce the rules and regulations they would be responsible for.

In addition, potentially it could permit them to grow such events even beyond their current vision if they make a success of them. It would also be far better for the environment than constructing yet another venue from scratch. Donington Park doesn't use its stage year 'round, so there should be plenty of room there to accommodate Melbourne Hall events. At least one Melbourne Hall associate has worked there in the past, so they might even gain especially favourable terms. Or Melbourne Hall could negotiate with another already-established venue for the same purpose.

Donington Park doesn't use its stage year 'round, so there should be plenty of room there to accommodate Melbourne Hall events. At least one Melbourne Hall associate has worked there in the past, so they might even gain especially favourable terms. Or Melbourne Hall could negotiate with another already-established venue for the same purpose.

If the events are held at Donington Park, just two miles away, that would be close for Melbourne residents to attend if they want, while the additional noise from there would hardly be noticeable in the village. If held at another established venue at a similar or greater distance from Melbourne, it likely wouldn't reach Melbourne at all, so either of those two scenarios would work

Another advantage to this approach is that established venues will already be set up to deal with the traffic, personal safety issues, sanitation, and all of the other factors involved with large gatherings. It would also avoid excess demands for water, sewer, police, fire, etc in Melbourne, which is not equipped to deal with such pressures.

In fact taking this tack would benefit Melbourne, particularly if these events were held at Donington Park, just 2 miles away. Attendees centred there would be close enough to Melbourne so they could easily make excursions into the village to patronise its businesses – without descending *en masse* with all the problems that brings.

If Melbourne Hall were then to establish the parking lot at the edge of Melbourne that it has proposed, perhaps a wee bit bigger than its announced 60 spaces, that would offer two additional possibilities. (1) It could be a fresh revenue source for the Hall (as well as the rest of Melbourne) both from Events attendees who come on to Melbourne and from others who need parking in town. Or (2) the Hall could benefit Melbourne as well as itself by providing free parking there, and take its gain from those who come on to existing facilities throughout the village.

Any of those alternatives would be better for Melbourne, and better also for Melbourne Hall.

You're welcome.

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Once the Licensing Section has received this form you will receive a written acknowledgement and you may be contacted to discuss the issue prior to any referral to a sub-committee hearing.

If referred to a sub committee hearing:

Please tick this box if you do not intend to be present

Please tick this box if you do not intend to be represented

Please tick this box if you would like to remain anonymous

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed: .....

PRINT NAME: .....

Date: 09 March 2022 .....

Please return this form to the following address:

South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)

Licensing Section,  
Civic Offices, Civic Way, Swadlincote Derbyshire DE11 0AH  
01283 221000



## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

#### Representation by an "Other Person" as defined by the above Act.

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☐  
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2. **Public Safety**
3. **Prevention of Public Nuisance**
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Please confirm name and address of person, represented person or business affected, if different from the address given above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.

Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Roger Lowe
Address of Premises	Melbourne Hall, Church Square, Melbourne Derby. DE73 8EN
Application Details:	Licensing parts of estate grounds for hosting a programme of events including Comedy, Music, Cinema and Food

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder**
- **Prevention of Public Nuisance**
- **Public Safety**

☐

☐

## Details of representation.....

### Prevention of Crime and Disorder

The proposed venue is in very close proximity to residential housing much of which in this area is occupied by elderly residents such as ourselves. The potential for vandalism, hooliganism burglary and other anti social behaviour posed by crowds of up to 4,999 people with extensive access to unlimited alcohol will be high.

### Prevention of Public Nuisance

The Close proximity of the proposed venue to residential housing. Will pose an unacceptable level of noise from the attendees and the music, particularly live music, throughout the day and late into the evening. This will prevent residents from the ability to comfortably enjoy their outside spaces for seven months of the year spanning three seasons. This added to the already intrusive noise from Donnington Park and East Midlands airport will be unbearable.

### Public Safety

This would be compromised due to the huge increase in traffic, in an area which already suffers heavy congestion, by attendees and also contractors etc. setting up stages and other facilities before and after events. The roads and streets around this area, particularly Church Square, Castle Street and Church Street are already heavily congested particularly at weekends and public/school holidays with visitors to the Pool, shops and cafes and Melbourne Hall and gardens.

Traffic will not approach the venue solely from the Wilson road as most traffic coming from Derby and the north will arrive via the Swarkstone causeway and pass through the towns already congested streets and exacerbating the parking problems. A serious accident with these circumstances is almost inevitable.

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If referred to a sub committee hearing:

Please tick this box if you do not intend to be present

☒

Please tick this box if you do not intend to be represented

☐

Please tick this box if you would like to remain anonymous

☐

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Signed: ...

PRINT NAME: .....

Date: .....

-9/03/2022

Please return this form to the following address:

South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE

Licensing Section,  
Civic Offices, Civic Way, Swadlincote Derbyshire DE11 0AH





## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

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Please indicate in which capacity you are making this representation by ticking a box below:

- |   |                                     |
|---|-------------------------------------|
| • An individual person                        | <input checked="" type="checkbox"/> |
| • A body representing a person e.g. Solicitor | <input type="checkbox"/>            |
| • A person involved in a business             | <input type="checkbox"/>            |
| • A body representing a business              | <input type="checkbox"/>            |

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- 1. The Prevention of Crime and Disorder**
- 2. Public Safety**
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Please confirm name and address of person, represented person or business affected, if different from the address given above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.

Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Melbourne Hall
Address of Premises	Church Square, Melbourne, Derbyshire DE73 8EN
Application Details:	A premises license to facilitate a programme of events to take place between April and October 2022.

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder**
- **Public Safety** x
- **Prevention of Public Nuisance** x
- **The Protection of Children from Harm**

Details of representation.....
--------------------------------

The Application is for a premises license to facilitate a programme of events to take place between April and October 2022, the events to include Comedy, Music, Cinema and Food. The timings are to be from 9.00am to 11.30pm, with licensable activities taking place between 10.00am and 11.00pm.

The expected number to attend at any one time is 4,999.

The Plan attached in the Application shows the area where the activities are to take place but not how access and egress from the area are to take place, nor, for example where vehicles bringing the expected attendees to events are expected to park. There is reference to a Traffic Management Plan but no details of this are given.

It looks therefore as though the Application is written to provide assurance that controls will be in place but that these controls will apply ONLY to the area marked on the Plan. If so, this is disingenuous and unrealistic, since a great deal of disturbance and disruption will affect parts of Melbourne outside the Plan area, which is within the confines of Melbourne Hall gardens. Even if "only" 1,000 attend an event (and the application is for five times that number), the events will clearly have a substantial and intrusive impact on, at the very least, Church Square, Church Street, Penn Lane, Castle Square, Blackwell Lane and Pool Road.

Our objections to the Application are therefore:

1. That the arrival and dispersal of 500 or more attendees at each event will create intolerable pressure and nuisance to the area around Melbourne Hall noted above. In particular, dispersal of 500 or more people, which practicably may well last longer than the 11.30pm deadline for leaving the Application area, will inevitably cause unacceptable noise at a time far later than the residents can reasonably be expected to tolerate. Even if alcohol were not available, the enthusiasm and high spirits engendered by the types of events which the Application is to facilitate and by general social gathering will lead to considerable noise.
2. The Applicant may believe that where attendees park their cars or how they arrive at an event is not the concern of Melbourne Hall. We believe that this is not a factor which can realistically be separated from the Application to hold events in the specified premises. The attendees' vehicles will inevitably put considerable additional pressure on the access roads and the already restricted number of parking spaces. This has serious safety implications, for example on the ability of the emergency services to reach their destinations. It has nuisance implications, in potentially restricting residents' access to their premises.
3. Our third objection to the Application relates to the noise levels of the events themselves. While the suggestion of the Application is that with events taking place within the walls of Melbourne Hall garden there will be little or no sound heard from outside the walls, it is evident from the experience of the similar events which were arranged last year by the same Applicant that this is

simply not the case. In particular, the residences which look over the Melbourne Pool are acutely aware of the noise of the events. This is an unreasonable imposition on the quiet and privacy which they are entitled to expect.

If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

Once the Licensing Section has received this form you will receive a written acknowledgement and you may be contacted to discuss the issue prior to any referral to a sub-committee hearing.

If referred to a sub committee hearing:

Please tick this box if you do not intend to be present ☐

Please tick this box if you do not intend to be represented ☒

Please tick this box if you would like to remain anonymous ☐

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed .....

.....

3<sup>rd</sup> March 2022.....

Please return this form to the following address:

South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)



## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

#### Representation by an "Other Person" as defined by the above Act.

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Please indicate in which capacity you are making this representation by ticking a box below:

- An individual person
- A body representing a person e.g. Solicitor
- A person involved in a business
- A body representing a business

x ☐  
☐  
☐  
☐

Representations are only relevant to an application if they relate to at least one of the four **Licensing Objectives** listed below:

1. **The Prevention of Crime and Disorder**
2. **Public Safety**
3. **Prevention of Public Nuisance**
4. **The Protection of Children from Harm**

Representations may be made at any time during a period of 28 consecutive days starting on the day after the application was given to the Licensing Authority. This period is reduced to the expiry of the 9<sup>th</sup> working day after the application was given for minor variation applications.

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Please enter your contact details below: -

Name:	
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Please confirm name and address of person, represented person or business affected, if different from the address given above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.

Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Roger Lowe
Address of Premises	Melbourne Hall, Church Square, Melbourne, Derbyshire. DE73 8EN
Application Details:	Application for a premises licence for up to 4999 persons to attend indoor and outdoor events

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder**
- **Public Safety**
- **Prevention of Public Nuisance**
- **The Protection of Children from Harm**

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>



Details of representation.....

1. **Public Safety:** it was reported in the local press that the organisers envisage “800 – 1000” persons per event running from 0900 to 2230 on any of the 7 days in the week; in reality the application is for events of up to 4999 persons on any day of the week. Melbourne has a population of around 4000-5000 people with tight roads and a significant traffic and parking problem. Even bringing in 1000 people will significantly choke the village centre, let alone up to nearly 5000. The license application states that they will sort out parking (amongst other aspects) but the plan and application shows no provision for off-road or any other parking or for access to the venue site. The approaches to the Hall are on bus routes whilst the area around the Hall is popular with visitors and families accessing the other facilities at the Hall, the Church and the numerous walks that go past the back of the venue past the Pool etc. There is also a care home that the proposed venue backs on to so elderly and infirm residents will be subject to the noise etc potentially for up to 13½ hours per day, 7 days per week.
2. **Prevention of Public Nuisance.** There are already well established facilities for concerts and other events at nearby Donnington Park. Notwithstanding that Donnington Park is away from centres of population and depending upon the wind direction, it is common for the noise from that venue to be very intrusive in Melbourne so the effect of similar events very close by will be significantly worse. Add in that the licence application proposes events 7 days per week, 13½ hours per day potentially means that there could be no respite from the effects of music etc at the proposed venue at any time in the week or evenings. Whilst Melbourne Hall has every right to run various businesses to generate profit it should not be at the expense of the general wellbeing of the residents of Melbourne, especially those that live in the centre of the village and near to the Hall.  
Melbourne already suffers from considerable noise intrusion, principally from the airport, Donnington Park race track and rock concerts etc. at Donnington Park. Adding noise pollution from Melbourne Hall will only add to this intrusion into our lives.

If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

1. Limit the numbers to 500 persons
2. Limit the number of days in a week that the venue can put on events and exclude Sundays for events
3. Require that the application is resubmitted to include details of traffic management and provision of car parking that is off road.
4. Limit the sound emitted from the venue outside the walls/boundary surrounding Melbourne Hall (meaning the Hall itself, not the estate boundaries).
5. Limit the number of hours in a day that an event can run to, say, 6 hours, not 13½

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Please tick this box if you do not intend to be represented ☐

Please tick this box if you would like to remain anonymous ☐

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed: .....

PRINT NAME .....

Date: 7<sup>th</sup> March 2022.....

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South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)

## **Faye Norman**

---

**From:**  
**Sent:** 11 March 2022 10:28  
**To:** Licensing  
**Subject:** RE: Objection to license application by Melbourne Hall 02-2022  
**Categories:** Completed, Faye

I don't know if I am still allowed to comment on the alterations proposed by Mr Lowe but I note the following:

1. The proposed noise limit of 80 dbA is well above the level of speech (65 dbA) and is at the level of a heavy freight train continuously passing at the position of the stage; furthermore measuring that level of noise at 5 meters outside the boundary would indicate a significant public nuisance in areas frequented by the public and nearby residences.
2. No mention has been made of car parking or traffic management and the ensuing congestion added to the Melbourne traffic and roads.
3. 4 days noise is too much.
4. My other objections still stand.

Yours sincerely

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## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

#### Representation by an "Other Person" as defined by the above Act.

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- A body representing a person e.g. Solicitor
- A person involved in a business
- A body representing a business

/

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1. The Prevention of Crime and Disorder
2. Public Safety
3. Prevention of Public Nuisance
4. The Protection of Children from Harm

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Postcode:	
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E-mail:	

Please confirm name and address of person, represented person or business affected, if different from the address given above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.

Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Mr. Roger Lowe
Address of Premises	Melbourne Hall, Melbourne, South Derbyshire
Application Details:	Melbourne Hall Events

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- The Prevention of Crime and Disorder /
- Public Safety /
- Prevention of Public Nuisance /
- The Protection of Children from Harm /

Details of representation.....
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## **THE PREVENTION OF CRIME AND DISORDER**

Uncontrollable behaviour by attendees in respect of alcohol abuse and subsequent bad behaviour.

Use of drugs resulting in discarded syringes on footpaths and farm land.

Discarded food and containers, a major attraction to vermin.

## **PUBLIC SAFETY**

The road is totally unsuitable for the use of heavy delivery vehicles.

The road is totally unsuitable for the estimated attendance of at least 5,000 vehicles. This would also cause congestion, parking problems and a high degree of mud on the road in wet weather.

Parking is already a problem around the Church Square area, due to the attraction of the Pool. This is also made worse during the Melbourne Festival/Fete and Carnival.

Large amounts of litter left by attendees.

The destruction of footpaths by attendees.

The blockage of footpaths.

## **PREVENTION OF PUBLIC NUISANCE**

Environment – destruction of an area of outstanding beauty.

Noise – the use of amplified music, singing, electrical power generators and loud voices.

Pollution – of farmland, water courses, footpaths and by traffic and artificial light.

Litter left by attendees.

Wildlife – the disturbance of wild animals, roosting birds and bats due to noise and light pollution.

The destruction of footpaths resulting in the closure of same.

Farm animals – grazing fields turned over to human activities.

Inconsiderate vehicle parking by attendees, which is already a problem in Melbourne, more so, during the Melbourne Festival.

### **THE PROTECTION OF CHILDREN FROM HARM**

The use of heavy delivery vehicles due to the road being totally unsuitable and resultant danger.

The use of thousands of vehicles, causing congestion and severe parking problems.

High noise volume due to amplified music, singing, electrical equipment and raised voices.

Pollution from traffic and artificial light - of farmland, footpaths and water courses.

Litter left by attendees.

Drugs – syringes left on footpaths, grass verges and farmland.

The use of alcohol by attendees resulting in bad behaviour and fighting.

### **MELBOURNE – GENERAL OBSERVATIONS**

Cockshut Lane has been developed into an area for recreational use and Station Road is being developed into housing. These have both taken away green space areas close to the town centre. These proposals would take away another green area.

There is already existing noise from aircraft, Donington Download Festival and the Donington Race track.

The Assembly Rooms already holds films, plays and concerts.

**If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives**

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If referred to a sub committee hearing:

Please tick this box if you do not intend to be present /

Please tick this box if you do not intend to be represented ☐

Please tick this box if you would like to remain anonymous ☐

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed: .....

PRINT NAME: .....

Date: ...8/03/2022.....

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South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

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## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

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Please indicate in which capacity you are making this representation by ticking a box below:

- |   |                                     |
|---|-------------------------------------|
| • An individual person                        | <input checked="" type="checkbox"/> |
| • A body representing a person e.g. Solicitor | <input type="checkbox"/>            |
| • A person involved in a business             | <input type="checkbox"/>            |
| • A body representing a business              | <input type="checkbox"/>            |

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3. **Prevention of Public Nuisance**
4. **The Protection of Children from Harm**

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Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Roger Lowe
Address of Premises	Melbourne Hall, Church square, Melbourne, Derby
Application Details:	Application for a premises licence

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder** **x**
- **Public Safety** **x**
- **Prevention of Public Nuisance** **x**
- **The Protection of Children from Harm** **x**



I am objecting to this licence application due to the following reasons,

There is a major access point to this venue which runs directly beneath my bedroom, currently there is very little footfall through this access in the evenings and there is very little disturbance.

This application for a premises licence intends to attract up to 5000 people 7 days a week for various entertainment and drinking activities. The licence hours applied for are up to 10.30 at night every day, this will cause an unacceptable increase in footfall through this access route and create a lot of noise and disturbance to us well past the 10.30 licenced hours.

It is also my fear that this application will encourage children and young adults to gather in large groups on Pool road near to a residential care home. Antisocial behaviour and underage drinking which occurs occasionally will become more common leading to greater disturbance and distress for the elderly people residing there.

Traffic and parking is also going to be a major issue and I believe that there is a field on Blackwell lane that may be a proposed parking area. The access to and from this field is at a dangerous place on Blackwell lane where a major road traffic accident recently occurred.

I do not believe that the granting of this application will benefit Melbourne in any possible way, it will only lead to a peaceful residential heritage area in Melbourne to decline into an area where local residents will be reluctant to go.

If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

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Please tick this box if you do not intend to be represented ☐

Please tick this box if you would like to remain anonymous ☐

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Signed: .....

PRINT NAME:....

Date: ...28/02/2022.....

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PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

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## SOUTH DERBYSHIRE DISTRICT COUNCIL

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- 2. Public Safety**
- 3. Prevention of Public Nuisance**
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Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	<b>Roger Lowe - Melbourne Hall Events</b>
Address of Premises	<b>Church Square Melbourne</b>
Application Details:	<b>Music, Films, Dance and other events Monday – Sunday: 09:00hrs – 22:30hrs</b>

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder** X ☐
- **Public Safety** X ☐
- **Prevention of Public Nuisance** X ☐
- **The Protection of Children from Harm** X ☐

Details of representation.....

**1) Prevention of crime and disorder**

I find it alarming that up to 5,000 attendees who have been drinking at an event could be wandering around Melbourne late evening looking for their cars or another drink in one of the local pubs. This could lead to all kinds of crime & drunken disorder causing problems for locals who live near or may be having an evening out in Melbourne.

**2) Public safety**

An attendance of 5,000 people at Melbourne Hall could result in anything up to 3,000 cars trying to park in Melbourne. In an evening when everyone is home Melbourne roads are full. Most of them are single track as a result of parking all along one side which includes all the roads leading to the Hall. It is a nightmare trying to get through Melbourne in normal circumstances if you meet a car coming the other way. This proposed situation could lead to road rage incidents and public safety issues for pedestrians.

**3) Prevention of public nuisance**

The location plan shows the venue right next to the Pool Cottage Care Home. Surely this is not acceptable to have all that noise and drunken behaviour right next to an established care home. This is especially true if access to and from events is via the road around the side of Melbourne Pool.

No matter which way the stage is facing the noise will be heard by the residents of Melbourne. There are already complaints about the Download festival yet that is miles away and has good access. These events will be a public nuisance and make life unbearable for the residents of Pool Cottage Care Home

**4) Protection of children from harm**

Having 5,000 strangers wandering around Melbourne before and after an event especially if they've been drinking will definitely be a major worry for parents of local children who may be out and about at the same time.

If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

**However you look at these proposals Melbourne Hall is just not suitable for hosting large events of this nature. Why don't they come to an arrangement with Donington Park which has all the facilities to host large events, plenty of parking space and wouldn't bother many people. If an event was linked to the Hall they could always run a bus between the two locations.**



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Please tick this box if you do not intend to be represented ☒

Please tick this box if you would like to remain anonymous ☐

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Signed

.....

PRINT NAME:

.....

Date: 8<sup>th</sup> March 2022

.....

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South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)



**Faye Norman**

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**From:**  
**Sent:** 06 March 2022 17:15  
**To:** Licensing  
**Subject:** NOTICE OF APPLICATION FOR NEW PREMISES LICENCE: MELBOURNE HALL  
**Categories:** Faye

Dear Sirs

I am writing to express my concerns over, and object to the application by Melbourne for a licence to host a large variety of indoor and outdoor events within the bounds of Melbourne Hall gardens.

I have an elderly relative living in Pool Cottage, which is just on the other side of the wall from the proposed stage, bar and food areas. The events are obviously designed to attract large numbers and can be held any day of the week. The application covers events running from 09.00 to 22.30 h and has provision for people leaving the premises up to 23.30 h. One of the exits/entrances is likely to be off Pool Road, a short distance from Pool Cottage.

The noise of the events themselves and the of people arriving and departing, early in the morning and very late at night, cannot be but disruptive to elderly people who currently enjoy the peace and tranquility of a rural setting in their final days. The events are planned for between April and October, precisely the time when residents will leave windows open for fresh air and cooling breezes.

These sorts of events are surely in the wrong place and I object to the application.

I note the proposed event areas and facilities are well away from Melbourne Hall itself, in fact it would be impossible to position them much further away.

Yours sincerely

(Melbourne resident)





## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

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- 2. Public Safety**
- 3. Prevention of Public Nuisance**
- 4. The Protection of Children from Harm**

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Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Roger Lowe
Address of Premises	Melbourne Hall, Melbourne, Derbyshire
Application Details:	Application for Premises License

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder** ☒
- **Public Safety** ☒
- **Prevention of Public Nuisance** ☒
- **The Protection of Children from Harm** ☐

Details of representation.....

### **Prevention of Crime and Disorder**

The applicant proposes to hold licensed events for up to 4,999 people. Inevitably some attendees will drink too much and, given the proposed numbers, it is highly likely that drunken behaviour will spill out into the village. This could result in criminal damage, littering and general disorder.

It should be noted that Melbourne Hall is not an isolated country estate, it is in the heart of Melbourne village and therefore any drunken and disorderly activity will inevitably take place within the village itself and have a significant impact on residents.

### **Public Safety**

A significant proportion of the 4,999 attendees at an event might be expected to journey by car. The roads around the village are not designed to take such a high volume of traffic and the risk of accidents between vehicles or the risk of hitting pedestrians will be high.

This risk is further increased because Melbourne Poole and the area around the hall is used by many families so, during the day, there will be many children in the area.

The proposal takes no account of where the 4,999 people attending the event will park. Inevitably they will park in the narrow lanes around the hall and cause obstruction which in turn could lead to increased accidents. This could also impede access of emergency vehicles.

### **Prevention of Public Nuisance**

Melbourne Hall is in a densely populated residential area. As such, any noise from the events will directly impact the residents of the village. Residents should be able to sit in their gardens in peace, without being disturbed by loud music.

The proposal is to hold events on up to 42 days between April and October (presumably meaning the start of April and the end of October- this is not set out clearly in the proposal). There are approximately 31 weekends during that period, which means an event is likely to be held most weekends, potentially ruining the peace and quiet of local residents every weekend during the spring and summer.

The offer of a telephone number to call with concerns about the noise during an event is meaningless, as firstly it requires the phone to be manned and answered, which is not a commitment, and secondly it requires a response, which is also not a commitment.

While there is reference to monitoring of noise levels, there is no reference in the application to what those noise levels might be and how they would be experienced by residents. This should be set out within the application for all to see, not something that is agreed afterwards.

Inevitably the streets and lanes around the entire area would be clogged with traffic. The road network consists of narrow streets in the village centre, which already only allow traffic to pass in single file, and narrow country lanes. The road network simply could not cope with the numbers. Moreover, no consideration has been given in the application to where 4,999 people will park. There are no significant parking facilities in Melbourne Village, which means people will park in the narrow lanes around the hall and, inevitably, across drives.

#### **General Comments**

It is extremely disappointing that, once again, the applicant has made absolutely no attempt to engage the local community in these plans. This failure to consult and take a responsible approach to the application causes significant concern that, if the application is granted, the implementation will show equal disregard for the local community.

The application itself lacks detail and fails to consider aspects such as parking. The fact that this proposal is clearly poorly thought through does not provide any comfort that key aspects, such as public safety and disorder, have been given appropriate consideration.

**If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives**

**I do not object to the principle of events being held at Melbourne Hall but there are a number of aspects of the application that need to be amended:**

- The total number of days should be reduced to 15
- The traffic management plan should be set out in the application and agreed with the local residents
- There should be no music performed with a strong bass
- The maximum sound that will be heard outside the walls of the hall (on the road to Poole Cottage) should be set out in the application so that residents can determine if this is acceptable.

**I strongly suggest the applicant involves local residents in developing the application to (a) produce a much better proposal; and (b) demonstrate that the applicant would give any consideration at to local residents should an application be granted.**



Once the Licensing Section has received this form you will receive a written acknowledgement and you may be contacted to discuss the issue prior to any referral to a sub-committee hearing.

If referred to a sub committee hearing:

Please tick this box if you do not intend to be present ☐

Please tick this box if you do not intend to be represented ☐

Please tick this box if you would like to remain anonymous ☐

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed: ... ..

PRINT NAME:..... ..

Date: ...5 MARCH 2022.....

Please return this form to the following address:

South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)





## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

#### Representation by an "Other Person" as defined by the above Act.

**Note:** Please be aware that this form may be viewed by the Applicant or by a representative of the Applicant. It may also be read out in public at the sub-committee hearing.

You may request that the Licensing Authority withholds some or all of your details, however, the withholding of details will only be considered in exceptional circumstances where the Licensing Authority believes there to be a genuine and well-founded fear of intimidation. Any person who wishes the Authority to consider withholding their details is advised to contact the Licensing Department prior to submitting this form.

An "other person" can make representations against a relevant licence application. Representations may be made on behalf of the above by a representative e.g. MP, solicitor, or a friend.

Please indicate in which capacity you are making this representation by ticking a box below:

- |   |                          |
|---|--------------------------|
| • An individual person                        | X                        |
| • A body representing a person e.g. Solicitor | <input type="checkbox"/> |
| • A person involved in a business             | <input type="checkbox"/> |
| • A body representing a business              | <input type="checkbox"/> |

Representations are only relevant to an application if they relate to at least one of the four **Licensing Objectives** listed below:

1. **The Prevention of Crime and Disorder**
2. **Public Safety**
3. **Prevention of Public Nuisance**
4. **The Protection of Children from Harm**

Representations may be made at any time during a period of 28 consecutive days starting on the day after the application was given to the Licensing Authority. This period is reduced to the expiry of the 9<sup>th</sup> working day after the application was given for minor variation applications.

In the case of a closure order issued by the Police, representations may be made during the seven days that follow relevant notice being given to the Local Authority by the Magistrates Court, starting on the day after the day the notice was received.

Please enter your contact details below: -

Name:	
Address:	
Postcode:	
Tel:	
E-mail:	

Please confirm name and address of person, represented person or business affected, if different from the address given above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.

Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Roger Lowe for Melbourne Hall
Address of Premises	Melbourne Hall Church Square Melbourne DE73 8EN
Application Details:	License to hold public events namely cinema, concerts and comedy nights between April and October

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder**
- **Public Safety**

☐  
**X**

- **Prevention of Public Nuisance**
- **The Protection of Children from Harm**

X  
☐

**Details of representation.....**

The application to hold cinema, concerts and comedy events at Melbourne Hall between the months of April – October on any of 7 days of the week is poorly thought through and exceedingly cynical. The disruption caused and negative impact on local residents will be huge and no attempt at consultation has been made. I am making my strong objections based on the following points:-

- No details are given as to where the parking will take place for the very large number of cars which will descend upon Melbourne for each of the proposed events. Even if 'only 500' attendees are present (and they would like up to 1000) their cars are bound to end up parking on nearby roads including Penn Lane. The end of Penn Lane closest to the Hall is narrow and one-way. From experience we KNOW that they will be parked without regard for residents, parking right up to the entrances thereby making it impossible to get on or off driveways.
- The noise from these events will be considerable, both during the events themselves and after as people make their way home. How can the noise created by people as they walk along pavements in front of houses honestly be controlled? It simply isn't possible. Alcohol will be sold at these events too which will undeniably lead to increased noise and disturbance.
- The position of the stage shown on the plan clearly indicates that all performances (and therefore sound) will travel straight into the village and across the Pool. Noise travels particularly well across water so those of us living nearby will be hugely affected. We already have noise from Donington Park most weekends between April and October but at least the evenings are quiet. The proposed license application will mean there will be no time we can confidently sit in our own gardens without massive disturbance.
- There is an old persons residential home, Pool Cottage, adjacent to the Hall grounds and opposite the proposed sites for the food and bar venues. The noise, lights and general disturbance for the residents will be hugely upsetting. As tenants of the Hall they feel uncomfortable raising objections but I feel someone must speak for them too.
- Why has the Hall made no effort to have a public consultation on their proposals? There might be more goodwill if they showed the slightest interest or concern for the effects on the local people of Melbourne.

If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

- Create dedicated parking for these events AWAY from the centre of Melbourne, if necessary providing transport to and from the car parks to Melbourne Hall.
- Re-position any staging so that sound is directed AWAY from the village, not towards it
- Limit the number of events to one weekend per month. To think we may not be able to use our own gardens in the summer months is quite depressing and alarming.
- Have a public consultation to air all the concerns of locals.

Once the Licensing Section has received this form you will receive a written acknowledgement and you may be contacted to discuss the issue prior to any referral to a sub-committee hearing.

If referred to a sub committee hearing:

Please tick this box if you do not intend to be present

☐

Please tick this box if you do not intend to be represented ☐

Please tick this box if you would like to remain anonymous ☐

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed: . ..... \*

PRINT NAME: .....

Date: .....6<sup>th</sup> March  
2022.....

Please return this form to the following address:

South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)





## SOUTH DERBYSHIRE DISTRICT COUNCIL

### Licensing Act 2003

#### Representation by an "Other Person" as defined by the above Act.

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Please indicate in which capacity you are making this representation by ticking a box below:

- An individual person yes ☐
- A body representing a person      e.g. Solicitor ☐
- A person involved in a business ☐
- A body representing a business ☐

Representations are only relevant to an application if they relate to at least one of the four **Licensing Objectives** listed below:

- 1. The Prevention of Crime and Disorder**
- 2. Public Safety**
- 3. Prevention of Public Nuisance**
- 4. The Protection of Children from Harm**

Representations may be made at any time during a period of 28 consecutive days starting on the day after the application was given to the Licensing Authority. This period is reduced to the expiry of the 9<sup>th</sup> working day after the application was given for minor variation applications.

In the case of a closure order issued by the Police, representations may be made during the seven days that follow relevant notice being given to the Local Authority by the Magistrates Court, starting on the day after the day the notice was received.

Please enter your contact details below: -

Name:	
Address:	
Postcode:	
Tel:	
E-mail:	

Please confirm name and address of person, represented person or business affected, if different from the address given

above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.

Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Roger Lowe
Address of Premises	The Stables, Melbourne Hall, Melbourne, Derby, DE73 8EN
Application Details:	Request for events timed 0900-2230 at Melbourne Hall for up to 4999 visitors, including proximate parking from 1 April 2022 - indefinitely

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es:

- **The Prevention of Crime and Disorder**

☐

- **Public Safety**

yes / ☐

- **Prevention of Public Nuisance**

yes/ ☐

- **The Protection of Children from Harm**

☐

Details of representation.....

Melbourne Hall has been a good neighbour for over 50 years. In recent years, the Pool area, courtyard shops etc have been increasingly popular visitor attractions. I would encourage you to visit on a sunny Sunday or bank holiday and see the enormous amount of traffic this has generated around the Hall, with cars parked down Blackwell Lane, towards Wilson. Many of course are families with pushchairs, wheelchairs, dogs. Similarly with cycling on adjacent roads, and walking on the various footpaths around the Hall/Pool area – ESPECIALLY since Covid lockdowns made walking and cycling so popular. In recent years, Melbourne parking has become notoriously bad, with cars climbing pavements in order to pass parked vehicles, and the situations when buses and large vehicles need to pass have led to much speculation about 'an accident waiting to happen'.

The Hall's situation on the edge of Melbourne, on a fairly narrow 'country' road, makes it unsuitable for further development and especially for extra traffic, which would i=be inevitable if Mr Lowe's application were to succeed.

Mr Lowe has recently applied to hold events that could seriously aggravate this for Melbourne residents AND for neighbouring villages through which (possibly considerable) traffic would flow and noise would travel. Many of us objected to this when he applied some months ago, on these bases.

Wilson is on the edge of Hall land – indeed, Wilson was until about 1968 carved down Main Street, with half in Derbyshire. I live just four houses from Forty Foot Lane, the county boundary. It seems entirely reasonable that Wilson residents, like those of Melbourne and Kings Newton, Stanton by Bridge etc, should be able to object strongly to these events, when traffic heading to the Hall would pass first through our villages and event front doors.

I strongly object to these proposals, and – I repeat – encourage you to VISIT on a sunny day to see the already crowded parking, especially around the Hall, and envisage how this could become a serious issue for emergency vehicles etc. I

urge you to refuse the applications.

If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

Use different premises.

Once the Licensing Section has received this form you will receive a written acknowledgement and you may be contacted to discuss the issue prior to any referral to a sub-committee hearing.

If referred to a sub committee hearing:

Please tick this box if you do not intend to be present

☐

Please tick this box if you do not intend to be represented

☐

Please tick this box if you would like to remain anonymous

☐

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed:

.....  
.....

PRINT NAME:.....

Date: 09 March 2022.....

Please return this form to the following address:

South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to  
[licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)



**Faye Norman**

---

**From:**  
**Sent:** 08 March 2022 19:58  
**To:** Licensing  
**Subject:** Melbourne Hall application for events for up to 4,999 people  
**Categories:** Completed, Faye

I would like to object to the proposal of Melbourne Hall having events either films, live music or recorded music. Firstly I think having noise until 11.30 at night especially during the week is not acceptable in a small town. The old peoples' home (Pool Cottage) is literally across the road from it and I don't believe it's fair on them. If the events finish at 23.30 the people will not have left the area until midnight which is definitely too late.

Melbourne has a parking problem already and even if they were to create a car park some would park on the streets of Melbourne. Until there are more double lines on the roads to provide passing places when driving through Melbourne I feel more cars in this area would be a nightmare. When Melbourne Festival takes place the parking is a bad and this is only for one weekend and the majority of visitors live in Melbourne. I believe they are asking for up to 42 events a year!

We live on Penn Lane which is one way and I can see that getting blocked also we will be disturbed by the noise and I really feel that it is not on during week days.

Many thanks





## SOUTH DERBYSHIRE DISTRICT COUNCIL

**Licensing Act 2003****Representation by an "Other Person" as defined by the above Act.**

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- A body representing a person e.g. Solicitor
- A person involved in a business
- A body representing a business

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1. **The Prevention of Crime and Disorder**
2. **Public Safety**
3. **Prevention of Public Nuisance**
4. **The Protection of Children from Harm**

Representations may be made at any time during a period of 28 consecutive days starting on the day after the application was given to the Licensing Authority. This period is reduced to the expiry of the 9<sup>th</sup> working day after the application was given for minor variation applications.

Licensing Section,  
Civic Offices, Civic Way, Swadlow, Derbyshire DE11 0AH  
01283 22100

In the case of a closure order issued by the Police, representations may be made during the seven days that follow relevant notice being given to the Local Authority by the Magistrates Court, starting on the day after the day the notice was received.

Please enter your contact details below: -

Name:	
Address:	
Postcode:	
Tel:	
E-mail:	

Please confirm name and address of person, represented person or business affected, if different from the address given above: i.e. this could be a shop premise in the vicinity but you do not live at the shop premises.



Name:	
Address:	
Postcode:	

Address of premises in application causing concern, which you wish to make a representation about

Name of Applicant:	Roger Lowe
Address of Premises	Melbourne Hall Church Square Melbourne Derbyshire, DE73 8EN
Application Details:	Application for a Premises Licence

Licensing Section,  
Civic Offices, Civic Way, Swadlincote Derbyshire DE11 0AH  
01283 221000

Please give details of your representation in the box below. Indicate which of the Licensing Objectives your representation refers to by ticking the relevant box/es

- ☐ The Prevention of Crime and Disorder
- ☒ Public Safety 
- ☒ Prevention of Public Nuisance 
- ☐ The Protection of Children from Harm

Licensing Section  
Civic Offices, Civic Way, Swadlowpoole (Derbyshire DE11 0AH)  
01383 221000

Details of representation...

My objection to this application is as follows:

Melbourne Hall is located in the market town of Melbourne. The immediate area forms a core part of the Melbourne Conservation Area including the Parish Church, Melbourne Hall and both privately owned and rented residential properties. To approve Melbourne Hall and its surrounding land as an events venue (based on the current application) will have a detrimental impact within the immediate location and on the streets close to the location.

A three night comedy 'one-off' event did take place on the same proposed site during 2021 via a TENS application. According to the applicant, there were approximately 300-400 attendees and most did go to the event from the local area. A very small car park for approximately 25 cars was provided on a small paddock off Pool Road.

The new license application to significantly increase the number of people attending the playing of both live (amplified) and prerecorded (amplified) films/music/performance is likely to cause a **Public Nuisance** as no noise limits are detailed (only that a noise management plan will be published). In addition to the noise created during events held at Melbourne Hall, the noise and disruption created by the setting up, dismantling and up to 4,999 people attending events over several days and on multiple occasions throughout the year will be devastating for the areas residents and the natural environment. Based on the application, this will can take place during most of the morning, afternoon and late into the evening. A sudden exit of the event late into the evening is likely to disturb local residents and their families as the attendees on foot and in vehicles will leave Pool Road into Church Square and then along Castle Street, Church Street, Penn Lane and Blackwell Lane.

It is very unclear from the application plan where the attendees and organisers vehicles will be parked during the events. Daytime parking in the area is already at saturation point and I object to this parking situation being compounded further by a very large influx of people and vehicles. This is a key concern for **Public Safety** and another key point to my objection. Attendees arriving on foot will need to access the site along Pool Road which is to be also used by vehicles accessing the events and the Pool Cottage nursing home throughout the day and late into the evening (a public nuisance for their residents).

If possible please suggest alterations to the application/licence that would resolve the problem mentioned above, again paying attention to the licensing objectives

I feel the only reasonable way forward to enable events to take place at Melbourne Hall is to apply the following restrictions:

- To LIMIT the number of events between April and October each year to THREE
- To LIMIT the number of consecutive days for each event to THREE
- To LIMIT the number of attendees for each day of each event to 400
- To ensure that all events on each day are complete by 21:30 hours
- To detail a vehicle parking plan for attendees that enables easy access to the event site without the need to pass residential properties
- That no fireworks are permitted as a part of the events
- That the contact details for the organiser are clearly displayed within Church Square so that issues at the events can be communicated easily

More importantly, it would be very much appreciated if the local community who are directly impacted by the events at Melbourne Hall and their planning are regularly consulted and their views taken carefully into consideration.

Once the Licensing Section has received this form you will receive a written acknowledgement and you may be contacted to discuss the issue prior to any referral to a sub-committee hearing.

If referred to a sub committee hearing:

Please tick this box if you do not intend to be present

Please tick this box if you do not intend to be represented

Please tick this box if you would like to remain anonymous ☒

If you wish to withdraw your representation you may do so by confirming this in writing before the end of the last day of the 28 day consultation period.

Signed: .....

PRINT NAME: .....

Date: 8/3/2022 .....

Please return this form to the following address:

South Derbyshire District Council  
PO Box 6927  
Civic Offices  
SWADLINCOTE  
DE11 0AH

Or e-mail the completed form to [licensing@southderbyshire.gov.uk](mailto:licensing@southderbyshire.gov.uk)

Licensing Section  
Civic Offices, Civic Way, Swadlincote Derbyshire DE11 0AH  
01283 221000





Tuesday, 8th March, 2022

Tel: ( )  
email:

Dear Sirs.

I am writing to strongly object to the Premises License Application made for Melbourne Hall and displayed on the S.D.D.C website. It asks for licensing for up to 5000 people per event and for any number of events between April and October each year. I feel that it is important for me to voice my objections as a resident living in close proximity to the site and someone who may be very much adversely affected by these proposals.

I am very concerned that groups of people, numbering thousands, will impact on a sleeping community of only 6,500. The proposed and issue of these events is nearly equal to the population of Melbourne.

2. I am not even sure how many might be allowed to attend. The article with Mr. Lowe in the February Valley Voice newspaper talked of 800-1000 attending. The application actually asks for 5,000. Which is the accurate number? Is it the case that a reading public might react less with a projected and likely 800 — thus lower figures are circulated?

Despite Mr Lowe's previous assurance that his audience 'of less than a hundred' would not impact the town at any time I defy him to make the same prediction of 5000. His forecast of groups of local people strolling down to the Hall is ridiculous with a crowd of 5000 people. These people will have had alcoholic drink on summer evenings and be in close proximity with each other. These are the ideal circumstances to ignite public disorder, moving through the town after the concert. Mr Lowe tells us that he will police the event with marshals. However I do not imagine that any number of marshals could pacify a crowd of 5000 in the event of any of a number of problems which might disrupt the concerts.

3. All of Mr Lowe's precautions become overwhelmed at 1000 guests. Mo Honrue has had its own problem with gangs of drunken youths AND it has an ongoing and serious problem with the use of drugs — and the problems of public order and criminal activity attracted as a result.

Mr Lowe surely cannot be serious when he proposes to offer parking to arriving guests on the field off Blackwell lane. The road outside this field can be devastatingly dangerous. There have been serious accidents there lately and two horses were killed after they were let out of their paddock by wandering visitors and immediately hit by vehicles. The road has a bend at the point of entry to the proposed 'parking' field. It has only one footpath which does not allow two people to walk at ~~feet~~ <sup>feet</sup>.

The Hall points out that 60 vehicles might find parking here. Where might the other two thousand or so find a spot? It is not possible to slip them in to current available parking spots as Mr Lowe suggested at our last licensing hearing.

A mass influx of 2000+ vehicles

4.

Will overwhelm all of the provision in Melbourne. I would point out the Melbourne Festival, yearly September celebrations where 6000+ strangers come in to the town on two consecutive days. They are encouraged to different parts of the town and arrive and depart over a much longer period - allowing traffic more time to dissipate.

Nevertheless, a crowd, after drinking, wanting to reach their cars and go home, perhaps in the rain, will bring about some very unpleasant public safety issues.

It is also unfortunate that the area singled out to host these hordes is also Melbourne's most historical and scenic area. Many of the houses surrounding the proposed site have children, asleep early.

A crowd of thousands makes a considerable noise - in audience response, in background chat and in chanting and singing. Residents will feel as if a river of humanity is washing between us.

It might also bring a dangerous tide of undesirables to the ~~area~~ area. Inevitably a crowd of people will contain elements who will find Melbourne inexperienced and naive.

5.

When Mr. Lowe first made these proposals on behalf of the Hall there was, certainly in the understanding of the people of Melbourne some confusion about the numbers attending and the means of parking their vehicles. We now know that thousands of vehicles will arrive on the slow constricted approach roads to our medieval town. Thousands will cross a lethal road on a bend in the dark.

A settled, small and settled community awaits developments — with some very real misgivings.

Mr. Lowe is an accomplished speaker, having done this job on behalf of Donington Park. It is an irony, therefore, that Donington Park offers a more professional, safer and less problematic venue — with the space round it to absorb huge numbers and a road system to cope.

Yours



South Derbyshire District Council  
Licensing Section  
Civic Way  
Swadlincote  
Derbyshire  
DE11 0AH

9 March 2022

Dear Sirs

**Objection to License Application made on behalf of Melbourne Hall Events by Mr R Lowe**

I write to register my objection to the license application submitted by Mr R Lowe on behalf of Melbourne Hall Events for part of the Melbourne Hall estate to be used for the presentation of plays, comedy nights, films, live and recorded music, along with the sale of alcohol. The application is proposed for events to be held between April and October, for a maximum of 7 days per month but with certain events lasting up to 4 days. The Events are to be held from 10.00 to 23.00 on event days with an allowance of 1 hour before and ½ hour after for public entry and exit. The Application also requests the sale of Alcohol and live and recorded music performance between 09.00 and 22.30. This is in addition to the regular food evenings, which are held every Wednesday. All of this activity is excessive in the heart of Melbourne

Mr Lowe has a background in events management at Donnington Park and clearly wishes to use this expertise at Melbourne Hall, a completely different situation altogether. Mr Lowe has failed to take into account the unique nature of Melbourne and the residential status that it enjoys, and is attempting to exploit a business opportunity, rather than to consider any implications the application will have on the existing residents and infrastructure of the town. Plans are required to cater for these circumstances, otherwise the application is flawed and with the potential to damage the environment and the distinctive atmosphere of the Village.

The event site falls within the Melbourne conservation area and the area supported by the Historic England heritage list, as part of the Estate, Park and Gardens. Given the special nature of the site and the number of visitors already present it would seem inappropriate to overburden this unique space with up to 1000 additional visitors for 42 additional days of the year. It should be noted that facilities already exist for such events at near by Donnington Park and Caulk Abbey. This license proposal would seriously compromise public safety, is likely to create noise nuisance and increase the crime and disorder within Melbourne village.



Melbourne has difficulty accommodating its current visitor numbers and is every day struggling with the amount of traffic and lack of parking. Derbyshire County Council have looked at various schemes to alleviate congestion, provide parking, routes for public transport and to accommodate the normal operation of the industrial estates. This work is on-going but does not accommodate increases as proposed around Melbourne Hall.

There is no mention of parking provision in the application. This will lead to large areas of the Village being used as a car park and the resultant log jam of traffic. Melbourne Festival Art and Architecture Trail weekend brings 2000 people to Melbourne and this once a year event is well supported in the village. This amount of visitors requires parking provision at the school, Tori and Ben's Farm Shop and land on Blackwell Lane. Only the latter is available to Melbourne Hall and it is not currently in use. It is understood that proposals to create a car park in this location are in hand but this would be subject to planning consent.

Any event held over several days rarely contains audiences at a venue for the duration, so any such event will have an impact on Melbourne, with all of its facilities being put under strain due to 1000 extra visitors in the village for 4 days at a time. Events would have a detrimental impact on the area and will exclude those who call at Melbourne for its relative tranquillity to be replaced with those who are present, not for Melbourne, but to pursue other interests with no regard to their environment. Mr Lowe will be unable to influence matters outside of the designated site.

Melbourne is a tranquil village with a population of 6500 and with a unique identity, previous winner of a desirable place to live award but it does have to address noise from East Midlands Airport and Donnington Park. The latter location, depending upon wind direction, shares the noise of its events with Melbourne and other villages for both the racing arena and festivals such as Download. Mr Lowe has given a noise qualification within the licence application however without independent measurement and impact assessments how can the residents of Melbourne be confident that they will not be disturbed until after 23.30 hours. There can be no doubt that to approve Melbourne Hall and Gardens as an events venue will have a detrimental impact on noise levels within the immediate location, which is residential in nature. The license application may suggest that noise levels can be contained within the venue but, again, is unlikely to control the resulting nuisance outside of that arena.

Will the panel provide assurances that if any license application is approved that no additional entrances, signage, temporary or other event detritus will be visible on what is now the only unspoiled access to the village. This to accord with the Conservation Statement as amended.

The licensing committee must consider how many additional enforcement officers are to be provided in the location and whether this is a likely possibility given current constraints? How many local families will be impacted by these new proposals? What nuisance can be accommodated by local people with a



greater influx of visitors? What additional consents will be requested to accommodate any new venue and whether members feel that this is really necessary given the unique nature of Melbourne.

The license application supports no clear plan and Mr Lowe has chosen a scattergun approach in completing the current documentation in the hope that members will approve a measure of license. I refer to the application that suggests that alcohol can be served starting from 9am in the morning and the absence of any entertainments agenda that supports the 42 days of the license application. The license should be rejected until such time as clear and unambiguous documentation can be presented. Members should be aware that this applicant does not comply with current license conditions imposed in relation to a previous application and the panel must exercise caution prior to granting any additional license approval.

I should be obliged if my arguments will be taken into consideration during your deliberations and I would hope that any decision made will not be to the detriment of Melbourne and that it can remain one of the jewels within the South Derbyshire district.

Yours faithfully



**Licensing Act 2003**  
**Premises Licence Application – Melbourne Hall (Walled**  
**Garden), Church Square, Melbourne, DE73 8EN**  
**Notification to Local Authority of agreement regarding**  
**Representations**

To: Licensing Authority Office

Date: 10/02/21

Dear Madam

I write in my capacity as the applicant in relation to the above matter. Discussions have taken place with Mark Lomas (Licensing Officer – Enforcement) in relation to the promotion of the licensing objectives.

I would like to remove my initially offered conditions as per the premises licence application and replace them with the following conditions:

1. Events shall only take place between April and October within the walled garden area as denoted on the plan attached to the premises licence.
2. A maximum of 42 event days, with no more than 7 days within each calendar month and no more than 4 consecutive days for these events shall take place.
3. An Event Management Plan for each event will be recorded and available for inspection upon request by a Police Constable or another authorised person as detailed within Section 13 of the Licensing Act 2003 in relation to each event hosted on the site as per the plan attached to the premises licence.
4. The Police and the Licensing Authority will be given 28 days notice, via e-mail or in writing, of the details of each event.
5. Full training shall be provided to all staff on commencement of employment relating to the sale of alcohol and any system or procedures they are expected to follow in the course of dealing with these goods.
6. Refresher training shall be provided at regular intervals – at least every 6 months.
7. Records detailing the training provided shall be kept on the premises for production upon request by the Police or other Responsible Authority.
8. All records must be written and shall be retained on the premises for a minimum of 12 months.
9. A challenge 25 Proof of age scheme shall be operated at all times.
10. Anyone attempting to purchase alcohol (or other age restricted product)



that appears under the age of 25 years shall be asked to produce a proof of age.

11. The only acceptable forms of identification shall be:
  - PASS – accreditation proof of age card.
  - Photo Driving Licence.
  - Current Passport.
  - HM Forces Identity Card
12. Clear, prominent and unobstructed signage informing customers of the proof of age scheme in operation shall be displayed at all entry points to the premises and at the point of sale.
13. A system of recording sales challenged under the proof of age scheme shall be operated at all times.
14. The refusal book / log shall be kept on the premises for production upon request by the Police or other Responsible Authority.
15. The records relating to the refusal book / log shall be retained on the premises for a minimum of 12 months.
16. The Premises Licence Holder shall ensure that a written incident log is maintained within the premises and details of all relevant incidents are recorded within the log. This log shall be kept on the premises for a period of not less than 12 months and shall be produced upon request by the Police or other Responsible Authority.

**Please accept this notice as formal request to amend my application/operating schedule in accordance with the above and note that I agree to these conditions being attached to the premises licence. Furthermore, I confirm that I do not consider a hearing to be necessary.**

Signed



Name in block – Roger LOWE

Date.....19/02/22.....



**Licensing Act 2003**  
**Premises Licence Application – Melbourne Hall (Walled**  
**Garden), Church Square, Melbourne, DE73 8EN.**  
**Notification to Local Authority of agreement regarding**  
**Representations**

To: Licensing Authority Office

Date: 14<sup>th</sup> February 2022

Dear Madam,

I write in my capacity as the Licensing Officer (Enforcement) for the Licensing Authority – South Derbyshire District Council.

Discussions have taken place with the applicant in relation to the promotion of the licensing objectives.

I understand that the applicant has formally agreed to amend their application to remove the initially offered conditions and replace them with the following conditions:

1. Events shall only take place between April and October within the walled garden area as denoted on the plan attached to the premises licence.
2. A maximum of 42 event days, with no more than 7 days within each calendar month and no more than 4 consecutive days for these events shall take place.
3. An Event Management Plan for each event will be recorded and available for inspection upon request by a Police Constable or another authorised person as detailed within Section 13 of the Licensing Act 2003 in relation to each event hosted on the site as per the plan attached to the premises licence.
4. The Police and the Licensing Authority will be given 28 days notice, via e-mail or in writing, of the details of each event.
5. Full training shall be provided to all staff on commencement of employment relating to the sale of alcohol and any system or procedures they are expected to follow in the course of dealing with these goods.
6. Refresher training shall be provided at regular intervals – at least every 6 months.
7. Records detailing the training provided shall be kept on the premises for production upon request by the Police or other Responsible Authority.
8. All records must be written and shall be retained on the premises for a minimum of 12 months.
9. A challenge 25 Proof of age scheme shall be operated at all

times.

10. Anyone attempting to purchase alcohol (or other age restricted product) that appears under the age of 25 years shall be asked to produce a proof of age.
11. The only acceptable forms of identification shall be:
  - PASS – accreditation proof of age card.
  - Photo Driving Licence.
  - Current Passport.
  - HM Forces Identity Card
12. Clear, prominent and unobstructed signage informing customers of the proof of age scheme in operation shall be displayed at all entry points to the premises and at the point of sale.
13. A system of recording sales challenged under the proof of age scheme shall be operated at all times.
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15. The records relating to the refusal book / log shall be retained on the premises for a minimum of 12 months.
16. The Premises Licence Holder shall ensure that a written incident log is maintained within the premises and details of all relevant incidents are recorded within the log. This log shall be kept on the premises for a period of not less than 12 months and shall be produced upon request by the Police or other Responsible Authority.

**On this basis, please accept this notice as formal notification to withdraw my representation to the above premises licence application. Furthermore, I confirm that I do not consider a hearing to be necessary.**

Signed - *M.Lomas*

Name in block - MARK LOMAS

Date – 14<sup>th</sup> February 2022.



**Licensing Act 2003**  
**Premises Licence Application – Melbourne Hall (Walled**  
**Garden), Church Square, Melbourne, DE73 8EN**  
**Notification to Local Authority of agreement regarding**  
**Representations**

To: Licensing Authority Office

Date: 10/02/22

Dear Madam

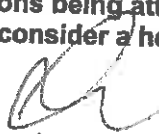
I write in my capacity as the applicant in relation to the above matter. Discussions have taken place with John Mills (Environmental Health Department) in relation to the promotion of the licensing objectives.

I would like to add the following conditions to my application:

**A maximum noise level of 80 dB(A)  $L_{Aeq,(15mins)}$  should not be exceeded when measured at a location 5 metres from the boundary of the walled garden.**

Please accept this notice as formal request to amend my application/operating schedule in accordance with the above and note that I agree to these conditions being attached to the premises licence. Furthermore, I confirm that I do not consider a hearing to be necessary.

Signed



Name in block – Roger LOWE

Date..... 10/02/22 .....

**Licensing Act 2003**  
**Premises Licence Application – Melbourne Hall (Walled Garden), Church Square, Melbourne, DE73 8EN.**  
**Notification to Local Authority of agreement regarding Representations**

To: Licensing Authority Office

Date: 11/02

Dear Madam

I write in my capacity as the Principal Environmental Health Officer for the Environmental Health Department, South Derbyshire District Council.

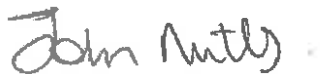
Discussions have taken place with the applicant in relation to the promotion of the licensing objectives.

I understand that the applicant has formally amended their application to include the following condition:

**A maximum noise level of 80 dB(A)  $L_{Aeq,(15mins)}$  should not be exceeded when measured at a location 5 metres from the boundary of the walled garden.**

**On this basis, please accept this notice as formal notification to withdraw my representation to the above premises licence application. Furthermore, I confirm that I do not consider a hearing to be necessary.**

Signed



Name in block – JOHN MILLS

Date: 11/02/22