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Please ask for Democratic Services
Phone (01283) 595722/ 595889
Democratic.services@southderbyshire.gov.uk

Date: 07 May 2024

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 **Executive Director - Environment & Communities Office**, Civic Way, Swadlincote on **Wednesday, 15 May 2024 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)
Councillor N Tilley

Liberal Democrats
Councillor G Andrew



AGENDA

Open to Public and Press

- 1 Apologies
- 2 To note any declarations of interest arising from any items on the Agenda
- 3 CONSIDERATION OF AN OBJECTION NOTICE TO A TEMPORARY EVENT NOTICE. **3 - 23**

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: 3 **Hearing Date:**

Contact Officer: Mark Lomas – Licensing Officer (Enforcement)

HEARING FOR THE CONSIDERATION OF AN OBJECTION NOTICE TO A TEMPORARY EVENT NOTICE

Applicant's Name	Mr Stephen Hollingsworth
Premises Name	Melbourne Sporting Partnership
Address	Cockshut Lane, Melbourne, Derbyshire, DE73 8DG.

1. PURPOSE

- 1.1 To consider an objection notice made by the Chief Officer of Police in response to a temporary event notice (TEN) made by Mr Stephen Hollingsworth at Melbourne Sporting Partnership, Cockshut Lane, Melbourne, DE73 8DG on Saturday 19th May 2024. A copy of the TEN is attached at **Appendix 1**.

2. BACKGROUND

- 2.1 The premises user submitted a TEN on Tuesday 30th April 2024 regarding the intended use of the premises for the sale of alcohol by retail to the public on the premises only, at the above premises for 60 persons. The nature of the event for which the notification has been received is 'a televised International Boxing event'. The premises has an authorising premises licence that permits licensable activities on the premises until midnight on a Friday and Saturday evening. A copy of the premises licence is attached at **Appendix 2**.

3. APPLICATION DETAILS

- 3.1 The TEN notifies the Licensing Authority that the above licensable activities will take place at the following days and times:

Activity	Days	Times
Sale by retail of alcohol to members of the public on the premises only.	One	Midnight to 0100hrs.

- 3.2 A permitted temporary activity is a licensable activity that is carried on in accordance with a temporary event notice under section 100 and in compliance with the provisions of Part 5 of the Licensing Act 2003.
- 3.3 A TEN is subject to various restrictions and limits. Where the requirements for obtaining a TEN cannot be met, the licensable activity can only be authorised by way of a premises licence.
- 3.4 Officers are satisfied that this TEN has been properly served and the criteria in respect of TENs have been met.

4. CONSULTATION RESPONSES

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- 4.1 In respect of a TEN, if the Chief Officer of Police and/or the Environmental Health Department are satisfied that allowing the premises to be used in

accordance with the notice, would undermine any of the licensing objectives, he must give a notice to the Licensing Authority and premises licence user detailing the reasons for the objection.

- 4.2 An objection notice has been received from the Chief Officer of Police on 1st May 2024 on the grounds of Prevention of Crime and Disorder, Public Safety, Prevention of Public Nuisance, and the Protection of Children from Harm. Police request that the conditions from the premises licence are attached to the TEN as this would alleviate their concerns about the undermining of the licensing objectives. A copy of the objection notice is attached at **Appendix 3**.
- 4.3 It is only the Licensing Authority who is permitted to attach premises licence conditions to a TEN. Please note that the premises user has agreed to attaching their premises licence conditions to the TEN.

5. OTHER RELEVANT CONSIDERATIONS

- 5.1 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.
- 5.2 Any decision taken by the Sub-Committee must be appropriate and proportionate to the objective being pursued.
- 5.3 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.
- 5.4 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.
- 5.5 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.

6. DETERMINATION

- 6.1 If having regard to the objection notice, The Sub-Committee must take such of the following steps as it considers necessary for the promotion of the licensing objectives:
1. Allow the licensable activities to take place as stated in the TEN;
 2. Allow the licensable activities to take place as stated in the TEN in line with the recorded agreement between the Chief Officer of Police and the applicant for the existing licence conditions to be imposed on the TEN.
 3. Impose one or more of the existing licence conditions from the premises licence on the TEN (insofar as such conditions are not inconsistent with the event. A copy of the premises licence is attached at **Appendix 2**.
 3. Issue a counter notice under section 105 of the Licensing Act 2003 meaning that the event cannot take place.

8. RIGHT OF APPEAL

8.1 Members should note that the premises user or persons making representations have the right of appeal against any decision made by the Sub-Committee. However, no appeal may be brought later than 5 working days before the day on which the TEN begins.

9. APPENDICES

1. A copy of the Temporary Event Notice submitted by Mr Stephen Hollingsworth.
2. A copy of the Premises Licence for Melbourne Sporting Partnership, Cockshut Lane, Melbourne, DE73 8DG.
3. Representation submitted by the Chief Officer of Police.



South Derbyshire District Council

Temporary Event Notice Form

Case Reference Number - FS-Case-610332218

Name of Premises – Melbourne Sports Park

EVENT START DATE

Event Start Date - *19/05/2024*

PERSONAL DETAILS OF PREMISES USER

Agent or Applicant - *Applicant*

Name – *Stephen Hollingsworth*

Contact Phone Number –

Email Address - *admin@melbournesp.org*

Address Details - *PAVILLION, COCKSHUT LANE, MELBOURNE, DERBY, DERBYSHIRE, DE73 8DG*

Previous Names –

Date of Birth -

Place of Birth -

National Insurance Number -

Do you wish to use a different address for correspondence? –*No*

Correspondence Address –

PREMISES DETAILS

Name of Premises – *Melbourne Sports Park*

Premises Address – *PAVILLION, COCKSHUT LANE, MELBOURNE, DERBY, DERBYSHIRE, DE73 8DG*

Please provide a detailed description of a location where you are to carry out the licensable activities if it has no address, (including the Ordnance Survey references) (Please read note 2):

Pavilion

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)? If so, please enter the licence or certificate number below:

Yes

Premises licence number or club premises certificate (if applicable):

LAPRE/0340

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3):

Please describe the nature of the premises below. (Please read note 4):

Pavilion at Sports Park

Please describe the nature of the event below. (Please read note 5):

Watch international heavyweight boxing contest on Sky Box Office

LICENSABLE ACTIVITIES

Please state the licensable activities that you intend to carry on at the premises (please tick all licensable activities you intend to carry on) (Please read note 6):

The sale by retail of alcohol – Yes

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club –No

The provision of regulated entertainment – No

The provision of late night refreshment – No

Are you giving a late temporary event notice? – No

You have indicated that your event is more than 10 clear working days away (not including today, and the day of the event). Please confirm that this is correct –

How many days do you intend to use the premises for licensable activities? –1

Please state the dates on which you intend to use these premises for Licensable Activities (Maximum 7 Days)

19/05/2024 – 19/05/2024

Please state the day and times during the event period that you propose to carry on licensable activities (please give times in a 24 hour format)

0000 to 0100 - ie first hour past midnight

Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers – 60

If the licensable activities will include the supply of alcohol, please state whether the supplies will

be for the consumption on or off the premises, or both – *On the premises*

Will your event include entertainment of a relevant nature? –*No*

Please state if the licensable activities will include the provision of relevant entertainment. If so, please state the times during the event period that you propose to provide relevant entertainment –

PERSONAL LICENCE HOLDER

Do you currently hold a valid personal licence –*Yes*

Date of Issue –

Issuing Licensing Authority – *South Derbyshire*

Personal Licence Number –

Any further relevant details –

PREVIOUS NOTICES

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? –
No

Please state the number of temporary event notices (including the number of late temporary event notices, if any) you have given for events in the same calendar year –

Have you already given a temporary event notice for the same premises in which the event period:
a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? – *No*

ASSOCIATES

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? – *Yes*

Please state the total number of temporary event notices (including the number of late temporary event notices, if any) your associate(s) have given for events in the same calendar year – *1*

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or

b) Begins 24 hours or less after the event period proposed in this notice? –*No*

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? – *No*

Please state the total number of temporary event notices (including the number of late temporary event notices, your business colleague(s) have given for events in the same calendar year. -

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

- a) Ends 24 hours or less before; or
- b) Begins 24 hours or less after the event period proposed in this notice? *-No*

DECLARATION

Condition (Please read note 18)

It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

Declarations (Please read note 19)

The information contained in this form is correct to the best of my knowledge and belief.

I understand that it is an offence:

- (i) to knowingly or recklessly make a false statement in or in connection with this temporary event notice and that a person is liable on summary conviction for such an offence to a fine of any amount; and
- (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on summary conviction for any such offence to a fine of any amount, or to imprisonment for a term not exceeding six months, or to both.

I declare that the information contained in this form is correct to the best of my knowledge and belief. – Yes

Declaration Date – *30/04/2024*

Contact Phone Number – *07968767194*

Contact Email Address – *admin@melbournesp.org*

DATE CHANGES

TENs cannot be moved to cover another event day or another premises. If your event day or premises changes you will need to apply for a new TEN and paying the relevant fee of £21.00. You may cancel your TEN up to 24 hours before your planned event and the we will re-allocate the entitlement to the premises.

No refunds on the original TEN are available in these circumstances.

I accept that no refunds are given in relation to the above conditions *-I Accept*

WHAT HAPPENS NEXT

All correspondence in respect of this application will be made via email.

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We will acknowledge receipt of your application within 2 working days of you submitting your

application.

If you apply online, we are responsible for copying your STANDARD TEN or LATE TEN to the Chief Officer of Police and environmental health on the first working day after you have submitted a valid STANDARD or LATE TEN and paid the fee.

However, if you submit any part of your STANDARD TEN or LATE TEN in writing, this will not be treated as an online application and you will remain responsible for copying your STANDARD TEN or LATE TEN to the Chief Officer of Police and environmental health at the same time as the STANDARD TEN or LATE TEN is served on the licensing authority.

In such cases, your application will not be valid unless you do this in accordance with the Act and applicable Regulations.

If the Chief officer of Police and/ or environmental health wish to lodge an objection to the STANDARD TEN or LATE TEN they must do so within 3 working days of being served with a copy of the STANDARD TEN or LATE TEN and they must inform you and the Licensing Authority of their reasons for the objection. The police and / or environmental health may object to a STANDARD TEN or a LATE TEN if they consider any of the four licensing objectives of the Licensing Act 2003 would be undermined if the event were to be allowed to go ahead. You will then be served a counter notice by the licensing authority notifying you of the objections.

For a LATE TEN, where the police and/ or environmental health raise an objection, a counter notice will be served by the Licensing Authority at least 24 hours before the event is due to start, and the event will not be allowed to go ahead.

For a STANDARD TEN, the Licensing Authority will arrange for mediation in the first instance between yourselves, the police and/ or environmental health. As a result of mediation, the STANDARD TEN may be modified, and the licensing authority would then be informed. If mediation fails, a hearing will be held, where conditions may be attached to the STANDARD TEN by way of issuing a statement of conditions; or the event may not be authorised to proceed. Alternatively, the event may be permitted to proceed with no further conditions to be added.

The Local Authority will also serve a counter notice to STANDARD and LATE TENS in the following circumstances:

where the relevant premises user holds a personal licence and has already served at least fifty STANDARD TENS wholly or partly within the same calendar year;

where the relevant premises user holds a personal licence and has already served at least ten LATE TENS wholly or partly within the same calendar year

where the relevant premises user does not hold a personal licence and has already served at least five STANDARD TENS wholly or partly within the same calendar year;

where the relevant premises user does not hold a personal licence and has already served at least two LATE TENS wholly or partly within the same calendar year;

if the length of time the STANDARD or LATE last exceeds 168 hours;

if at least twenty one STANDARD OR LATE TENS (in combination) have been served in respect of any part of the relevant premises in the same calendar year as the new TEN or LATE TEN

application;

if the maximum aggregate duration of the periods covered by STANDARD and LATE TENs at any individual premises exceeds twenty six days in a calendar year; and

if the scale of the event in terms of the maximum number of people attending at any one time exceeds 499.

PAYMENTS

The total amount to pay is £21.00

Are these details correct? – Yes

Premises Licence

Part A

Premises Licence Number **LAPRE/0340**

Part 1 – Premises Details

Postal Address of premises, or if none Ordnance Survey map reference of description

**Melbourne Sporting Partnership
Cockshut Lane
Melbourne
DE73 8DJ**

Telephone Number

Where the Licence is time limited the dates

Licensable Activities authorised by the licence

Sale by retail of alcohol for consumption on and off the premises

The times the licence authorises the carrying out of licensable activities

Monday – Thursday	11:00hrs – 23:00hrs
Friday	11:00hrs – 24:00hrs
Saturday	11:00hrs – 24:00hrs
Sunday	11:00hrs – 23:00hrs

The opening hours of the premises

Sunday – Thursday	09:00hrs – 23:00hrs
Friday & Saturday	09:00hrs – 24:00hrs

On twelve occasions per year, the premises be open for licensable activities for two hours between 12:00hrs and 18:00hrs for pre-booked events, to exclude 18th birthday parties. 14 days' notice in writing must be given to the Licensing Authority for such events, detailing the type of event.

Extensions to permitted hours for the sale by retail of alcohol to the public during broadcasts of televised sporting events of international interest would be 1 hour before the start of the event until 1 hour after its conclusion. These events shall be restricted to 12 occasions per year upon 28 days written notice being given to the Police and Licensing Authority.

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

Sale by retail of alcohol for consumption on and off the premises

Date Issued: 05/07/2016

Date Last Amended: 21/10/2021

Part 2

Name, (registered) address, telephone number and e-mail (where relevant) of holder of premises licence

**Melbourne Sporting Partnership
Cockshut Lane
Melbourne
Derby
DE73 8DG**

Registered number of holder, for example company number, charity number (where applicable)

08078193

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

**Stephen John Hollingsworth
Limeyards Stables
136 Main Street
Ticknall
Derbyshire
DE73 7JZ**

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

Reference: **LAPER/1073** Issued by: **South Derbyshire District Council**

Annex 1 – Mandatory Conditions

1. No supply of alcohol may be made under the premises licence:
 - (a) At a time when there is no designated premises supervisor in respect of the premises licence or
 - (b) At a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises—
 - (a) Games or other activities which require or encourage, or are designed to require or encourage, individuals to—
 - (i) Drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) Drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) Provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) Provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) Selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) Dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
 - (2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
 - (3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either—
 - (a) A holographic mark, or
 - (b) An ultraviolet feature.
6. The responsible person must ensure that—
 - (a) Where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—
 - (i) Beer or cider: ½ pint;
 - (ii) Gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - (iii) Still wine in a glass: 125 ml;
 - (b) These measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - (c) Where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
7. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
8. For the purposes of the condition set out in paragraph 1—
 - (a) “Duty” is to be construed in accordance with the Alcoholic Liquor Duties Act 1979(6);
 - (b) “Permitted price” is the price found by applying the formula—

$$P = D + (D \times V)$$

Where—

- (i) P is the permitted price,
- (ii) D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
- (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;

(c) "Relevant person" means, in relation to premises in respect of which there is in force a premises licence—

- (i) The holder of the premises licence,
- (ii) The designated premises supervisor (if any) in respect of such a licence, or
- (i) The personal licence holder who makes or authorises a supply of alcohol under such a licence;

(d) "Relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and

(e) "Value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994(7).

9. Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

10. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with operating schedule

1. No child under the age of 14, unless accompanied by an adult, shall be allowed in to the premises after 8pm.

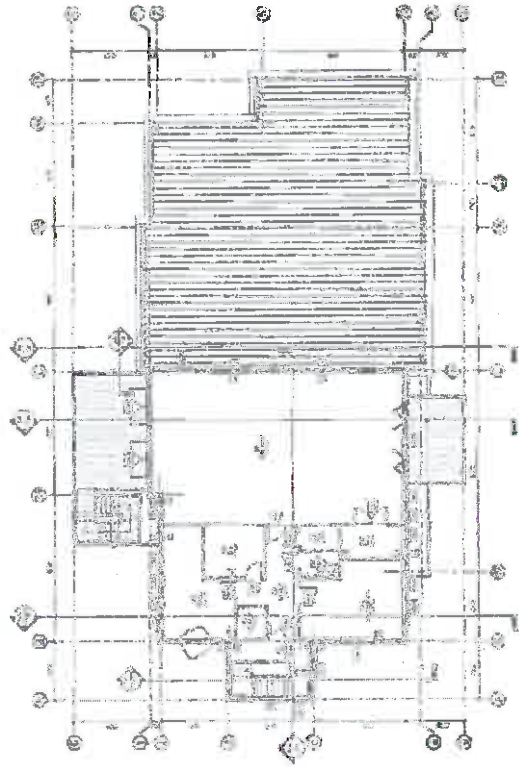
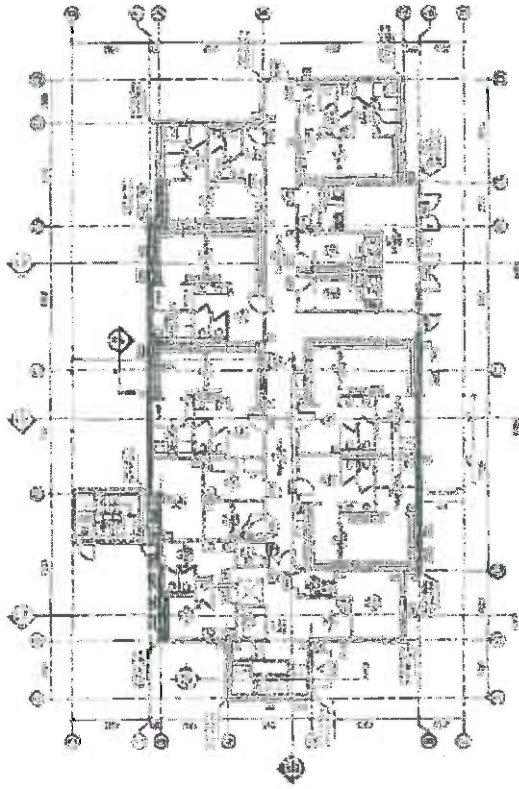
Annex 3 – Conditions attached after Hearing

1. Full training shall be provided to all staff on commencement of employment relating to all age-restricted products sold and any system or procedures they are expected to follow in the course of dealing with these goods.
2. Refresher training shall be provided at regular intervals – at least every 6 months.
3. Records detailing the training provided shall be kept on the premises for production upon request of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
4. All records must be written and shall be retained on the premises for a minimum of 12 months.
5. A Challenge 25 or similar proof of age scheme shall be operated at all times.
6. 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.
7. The only acceptable forms of identification shall be:
 - PASS – accreditation proof of age card
 - Photo Driving Licence
 - Current Passport
 - HM Forces Identity Card
8. 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.
9. A system of recording sales challenged under the proof of age scheme shall be operated at all times.
10. The refusal book/log shall be kept on the premises for production upon request of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
11. The records relating to the refusal book/log shall be retained on the premises for a minimum of 12 months.
12. 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 of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
13. The Premises Licence Holder or nominated person shall ensure that clear, prominent and legible notices are displayed internally at all exits, requesting customers and other users to leave the premises and the area local to the

premises quietly and in an orderly manner respecting the needs of local residents.

14. The Designated Premises Supervisor or nominated representative shall be a member of the local Pub Watch Scheme where such a scheme exists.
15. A CCTV system shall be installed at all times and the recording system must be maintained in good working order and any faults repaired as soon as possible. (It is recommended that all maintenance paperwork be kept to show that the retailer has shown all due diligence in maintaining the system.)
16. The CCTV recording system shall operate at all times when the premises are open for licensable activities.
17. All CCTV recordings shall be retained for a minimum of 28 days. These images must be available for viewing at any reasonable time upon request of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
18. The Premises Licence Holder, Designated Premises Supervisor and designated members of staff shall be able to retrieve and copy any recording/images at the time of asking or within 48 hours if so required. (The police will not meet the cost for a recording or materials used for a reproduction of the image in respect of any crime and disorder; all costs are to be met by the owner of the system. If the incident was unrelated to the premises, the retrieval, if a cost incurred, would be met between the agencies requiring the image.)
19. The CCTV recording unit shall be kept secure, to be opened only by the Premises Licence Holder or authorised, designated member of staff.
20. Installed CCTV cameras shall be positioned so as to ensure that all parts of the premises to which the public has access are sufficiently covered (save for any toilet areas).
21. All cameras installed shall be of a standard that will offer optimum image quality and operate if required in low light.
22. All digital recordings shall be made in real time (time lapse not to be used).
23. Alcohol can only be removed from the premises, excluding the designated external consumption area, when it is decanted into a plastic container. This shall only take place during daylight hours except for 2 occasions during the calendar year for those attending a rugby match that is played under floodlights.
24. When amplified musical entertainment is taking place inside the premises, all doors, including internal double doors, and windows shall be closed at all times, except for the sole purpose of access to and egress from the premises.

Annex 4 – Plans



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**

Your Name	PC 14882 Jacob Callow
Job Title	Licensing Officer
Postal and email address	St Marys Wharf Police Station Chester Green Derby DE1 3AB.
Contact telephone number	

Name of the premises you are making a representation about	Melbourne Sports Partnership
Address of the premises you are making a representation about	PAVILLION, COCKSHUT LANE, MELBOURNE, DERBY, DERBYSHIRE, DE73 8DG

Which of the four licensing objectives does your representation relate to?	Yes Or No	Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary
To prevent crime and disorder	Yes	<p>This is a Temporary Event Notice for the extension of hours at Melbourne Sporting Partnership, a licenced premises, with stringent tailored conditions. The TEN has been submitted to extend its licensable hours for the sale of alcohol on 19/05/2024 from 0000-0100 Hours (extending the Saturday trading hours by an additional hour) so that a live boxing match can be aired via television screens. There is an increased risk associated with late night drinking due to customers being more likely to be intoxicated. The subject of matter of the sporting event being aired, also increases the likelihood of violence.</p> <p>It is therefore the opinion of the Chief Officer of Police that should the Temporary Event Notice be permitted without the relevant conditions then this is likely to undermine the crime prevention, public safety, and public nuisance objectives.</p> <p>If granted without suitable safeguards, there is an increased risk of crime and disorder into the early hours of the morning.</p>
Public safety	Yes	As above
To prevent public nuisance	Yes	As above
To protect children from harm	Yes	As above

Suggested conditions that could be	1. Full training shall be provided to all staff on commencement of employment relating to all age-
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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.

restricted products sold and any system or procedures they are expected to follow in the course of dealing with these goods.

2. Refresher training shall be provided at regular intervals – at least every 6 months.
3. Records detailing the training provided shall be kept on the premises for production upon request of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
4. All records must be written and shall be retained on the premises for a minimum of 12 months.
5. A Challenge 25 or similar proof of age scheme shall be operated at all times.
6. 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.
7. The only acceptable forms of identification shall be:
 - PASS – accreditation proof of age card
 - Photo Driving Licence
 - Current Passport
 - HM Forces Identity Card
8. 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.
9. A system of recording sales challenged under the proof of age scheme shall be operated at all times.
10. The refusal book/log shall be kept on the premises for production upon request of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
11. The records relating to the refusal book/log shall be retained on the premises for a minimum of 12 months.
12. 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 of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
13. The Premises Licence Holder or nominated person shall ensure that clear, prominent and legible notices are displayed internally at all exits, requesting customers and other users to leave the premises and

the area local to the premises quietly and in an orderly manner respecting the needs of local residents.

14. The Designated Premises Supervisor or nominated representative shall be a member of the local Pub Watch Scheme where such a scheme exists.
15. A CCTV system shall be installed at all times and the recording system must be maintained in good working order and any faults repaired as soon as possible. (It is recommended that all maintenance paperwork be kept to show that the retailer has shown all due diligence in maintaining the system.)
16. The CCTV recording system shall operate at all times when the premises are open for licensable activities.
17. All CCTV recordings shall be retained for a minimum of 28 days. These images must be available for viewing at any reasonable time upon request of a Police Officer or other authorised person as detailed within Section 13 of the Licensing Act 2003.
18. The Premises Licence Holder, Designated Premises Supervisor and designated members of staff shall be able to retrieve and copy any recording/images at the time of asking or within 48 hours if so required. (The police will not meet the cost for a recording or materials used for a reproduction of the image in respect of any crime and disorder; all costs are to be met by the owner of the system. If the incident was unrelated to the premises, the retrieval, if a cost incurred, would be met between the agencies requiring the image.)
19. The CCTV recording unit shall be kept secure, to be opened only by the Premises Licence Holder or authorised, designated member of staff.
20. Installed CCTV cameras shall be positioned so as to ensure that all parts of the premises to which the public has access are sufficiently covered (save for any toilet areas).
21. All cameras installed shall be of a standard that will offer optimum image quality and operate if required in low light.
22. All digital recordings shall be made in real time (time lapse not to be used).
23. Alcohol can only be removed from the premises, excluding the designated external consumption area, when it is decanted into a plastic container. This shall only take place during daylight hours except for 2 occasions during the calendar year for those attending a night match that is played under floodlights.

24. When amplified musical entertainment is taking place inside the premises, all doors, including internal double doors, and windows shall be closed at all times, except for the sole purpose of access to and egress from the premises.

Signed: PC 14882 J. CALLOW

Date: 01/05/2024

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. This form must be returned within the Statutory Period. For more details please check with the Licensing Office on 01283 595 716/724/890