

SOUTH DERBYSHIRE DISTRICT COUNCIL
Licensing Act 2003

REPRESENTATION FORM FROM RESPONSIBLE AUTHORITIES

Responsible Authority (please delete as applicable):
 Licensing Authority

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

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

<i>Which of the four licensing objectives does your representation relate to?</i>	<i>Yes Or No</i>	<i>Please detail the evidence supporting your representation. Or the reason for your representation. Please use separate sheets if necessary</i>
To prevent crime and disorder	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.
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 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 of sale.

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| | <ol style="list-style-type: none">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. |
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Signed: *M.Lomas*

Date: 10th 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. This form must be returned within the Statutory Period. For more details please check with the Licensing Office on 01283 595 716/724/890

