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22 October 2019

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **LICENSING COMMITTEE** will be held in the Council Chamber at these Offices on Wednesday 30 October 2019 at 5.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Jemma Duffield on (01304) 872305 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

A handwritten signature in black ink, appearing to be "N. Bond", written over a white background.

Chief Executive

Licensing Committee Membership:

| | |
|-------------------------------------|--------------|
| T A Bond (Chairman) | D Hannent |
| O C de R Richardson (Vice-Chairman) | J P Haste |
| T J Bartlett | M J Holloway |
| D G Beaney | K Mills |
| S H Beer | D P Murphy |
| P M Brivio | R S Walkden |
| N J Collor | C D Zosseder |
| D G Cronk | |

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 3)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **MINUTES** (Pages 4 - 5)

To confirm the attached Minutes of the meeting of the Committee held on 28 May 2019.

5 **MINUTES OF SUB-COMMITTEE MEETINGS** (Pages 6 - 30)

To receive the attached minutes of the meetings of the Licensing Sub-Committees held on 11 April, 28 May, 31 May, 17 July, 19 July, 15 August 2019.

6 **FEES AND CHARGES 2020/21** (Pages 31 - 42)

To consider the attached report of the Head of Regulatory Services.

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Jemma Duffield, Democratic Services Officer, telephone: (01304) 872305 or email: democraticservices@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Minutes of the meeting of the **LICENSING COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 28 May 2019 at 1.30 pm.

Present:

Chairman: Councillor T A Bond

Councillors: T J Bartlett
D G Beaney
S H Beer
P M Brivio
N J Collor
D G Cronk
D Hannent
J P Haste
K Mills
D P Murphy
O C de R Richardson
R S Walkden
C D Zosseder

Officers: Head of Governance
Democratic Services Officer

1 ELECTION OF A CHAIRMAN

The Democratic Services Officer called for nominations for the Chairman of the Licensing Committee. It was moved by Councillor N J Collor, duly seconded and

RESOLVED: That Councillor T A Bond be elected Chairman of the Committee for the ensuing municipal year.

2 APPOINTMENT OF A VICE-CHAIRMAN

The Chairman called for nominations for the Vice-Chairman of the Licensing Committee.

It was moved by Councillor D G Cronk and duly seconded that Councillor P M Brivio be nominated Vice-Chairman.

It was moved by Councillor T J Bartlett and duly seconded that Councillor O C de R Richardson be nominated Vice-Chairman.

On being put to the vote it was

RESOLVED: That Councillor O C de R Richardson be appointed as Vice-Chairman of the Committee for the ensuing Council year.

3 APOLOGIES

There were no apologies for absence received from Members.

4 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute members appointed.

5 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

6 MINUTES

The Minutes of the meeting of the Committee held on 6 March 2019 were approved as a correct record and signed by the Chairman.

7 LICENSING ACT 2003 AND GAMBLING ACT 2005 - APPOINTMENT OF LICENSING SUB-COMMITTEES AND CHAIRMEN OF SUB-COMMITTEES

Members considered the report of the Head of Regulatory Services which suggested the composition of the five Licensing sub-committees, each comprising of three members, to hear applications under the Licensing Act 2003 and Gambling Act 2005. Members were also asked to appoint the Chairmen of those sub-committees.

Members were also asked to appoint two further sub-committees and their Chairmen for meetings to be held on 28 May 2019 and 31 May 2019.

RESOLVED: (a) That the five Licensing sub-committees and their Chairmen for the ensuing Council year be as follows:

(A) Councillors T A Bond (Chairman), D G Cronk, S H Beer

(B) Councillors D P Murphy (Chairman), T J Bartlett, M J Holloway

(C) Councillors D Hannent (Chairman), K Mills, C D Zosseder

(D) Councillors N J Collor (Chairman), D G Beaney, O C de R Richardson

(E) Councillors P M Brivio (Chairman), J P Haste, R S Walkden

(b) That the sub-committee for the meeting to be held on 28 May 2019 be as follows:

Councillors K Mills (Chairman), S H Beer, D P Murphy

(c) That the sub-committee for the meeting to be held on 31 May 2019 be as follows:

Councillors D Hannent (Chairman), D G Beaney, O C de R Richardson

The meeting ended at 1.36 pm.

Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Thursday, 11 April 2019 at 10.00 am.

Present:

Sub-Committee:

Chairman: Councillor B Gardner

Councillors: A Friend
M J Ovenden (as substitute for Councillor D G Cronk)

Officers:

Legal Adviser: Head of Governance
Licensing Officer: Licensing Team Leader
Administrator: Licensing Apprentice
Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/19/0003A).

39 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor D G Cronk.

40 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Council Procedure Rule 4, Councillor M J Ovenden had been appointed as substitute members for Councillor D G Cronk.

41 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

42 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE

The sub-committee considered an application from Co-operative Food Store in respect of Co-op, Ground Floor Retail Unit (former Buckland Mill), Crabble Hill, Dover CT17 0FA. The application was for a premises licence for a convenience store which would be selling groceries, sundry items and alcohol for consumption off the premises as follows:

Supply of Alcohol (for consumption off the premises)

| | |
|-----------|-------------------|
| Every Day | 06:00 – 23:00 hrs |
|-----------|-------------------|

On the basis of the representations of the applicant's representatives, and other persons, the sub-committee found the following facts to be established:

- (i) There had been no representations made by any of the Responsible Authorities, including the Police.

- (ii) One representation was received from Dover Town Council (DTC) who stated that people who purchase alcohol early were more likely to drink in public places and become intoxicated. This would cause street crime, including anti-social behaviour and public order offences. They also stated that the premises [the Co-op] was in close proximity to a number of schools, putting children at risk and that selling alcohol before 09:00 hrs was deeply inappropriate.
- (iii) Mr Precious added that the main bus stop for schools was in the vicinity of the premises and that street drinkers were known to gather around that area and around the dis-used toilet blocks across the road.
- (iv) A list of licensed premises in the vicinity of the application site provided by Mr Precious at the hearing was accepted by all parties. The Licensing Team Leader advised that some of the licensed hours were incorrect and corrected the hours accordingly. It was noted that the nearest licensed premises, that being Crabble Post Office and Store, 1 Buckland Avenue, Dover, was licensed from 06:00 – 23:00 hrs every day and was not included on the list provided by Mr Precious.
- (v) It was suggested by Mr Arnott that the crime statistics provided by DTC were an unreliable source of evidence in support of the objection. There were no details of the crimes nor was it known whether the same crime had been reported more than once.
- (vi) Mr Arnott advised that the premises would be a convenience store with ancillary alcohol sales and would not be a dedicated off-licence. Alcohol sales would equate to only 15% of the store's turnover.
- (vii) Staff would be required to complete a comprehensive and thorough training programme prior to being able to serve alcohol and would receive two refresher training sessions a year. There would be a Challenge 25 policy in place, till prompts to remind staff to check for customers' age/I.D and there would be up to three personal licence holders at the premises. Staff under the age of 18 would require another member of staff to authorise the alcohol sale. In addition, there would be a risk manager that would oversee the premises and monitor trends in alcohol sales and refusals.
- (viii) Alcohol would be kept away from main doors, located at the rear of the store with spirits located behind the till counter.
- (ix) Mr Arnott did not think it was necessary or proportionate to sell alcohol from 09:00 hrs, as suggested by DTC. There were systems and policies in place to promote the licensing objectives. The Licensing Sub-Committee agreed with this assertion.

In reaching its findings the sub-committee took into account the following

- (i) Dover District Council's Licensing Policy
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the Act
- (iii) Section 17 of the Crime and Disorder Act 1998

(iv) Article 6 of the Human Rights Act.

RESOLVED: (a) GRANT the application for a premises licence in respect of Co-op, Ground Floor Retail Unit (former Buckland Mill), Crabble Hill, Dover CT17 0FA as follows:

Supply of Alcohol (for consumption off the premises)

| | |
|-----------|-------------------|
| Every Day | 06:00 – 23:00 hrs |
|-----------|-------------------|

The meeting ended at 11.03 am.

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Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 28 May 2019 at 2.00 pm.

Present:

Sub-Committee:

Chairman: Councillor K Mills

Councillors: S H Beer
D P Murphy

Officers:

Legal Adviser: Head of Governance
Licensing Officer: Licensing Team Leader
Administrator: Licensing Enforcement Officer
Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/19/0004A).

1 APOLOGIES FOR ABSENCE

There were no apologies for absence from Members.

2 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute members appointed.

3 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

4 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF THE OLD PHARMACY, 31A KING STREET, SANDWICH

The sub-committee considered an application from P A J S Ayers in respect of The Old Pharmacy, 39A King Street, Sandwich CT13 9BL. The application was for a premises licence as follows:

Supply of Alcohol (for consumption on the premises)

| | |
|---------------------|--------------------|
| Monday – Wednesday | 11:00 to 17:00 hrs |
| Thursday – Saturday | 11:00 – 21:00 hrs |
| Sunday | 11:00 – 16:00 hrs |

On the basis of the representations of the applicant and other persons, the sub-committee found the following facts to be established:

- (i) The Old Pharmacy is currently being refurbished and will be a ground floor café bar lounge selling breakfasts, lunches and alcohol. It will have a

European feel, offering canapes with drinks and will have a display case food counter, instead of a bar. The applicant hopes to create a café/bar culture.

- (ii) The applicant is experienced in running bars and pubs and has a degree in catering management. His business partner is a cabin manager for an airline.
- (iii) There have been no representations made by any of the Responsible Authorities, including the Police.
- (iv) One objection to the application was received from Ms R Collins. Her concerns were regarding potential noise and anti-social behaviour as a result of customers using the premises. Ms Collins lives at 33 King Street and has experienced issues with the licensed premises opposite her property and expects the same from the proposed premises.
- (v) The premises will be open until 21:00 hrs three days a week and planning permission will need to be sought to extend beyond that. The applicant did not intend to extend the licence.
- (vi) The licensed premises on King Street is licensed until 22:00 hrs and the Chinese take-away on The Chain is open until 23:00 hrs.
- (vii) The entrance to the proposed premises is on The Chain. The access to the courtyard, which has seating for six to seven people, is through the premises only. The gate in the courtyard is a fire exit only.
- (viii) There will be no smoking at the front of the premises.
- (ix) Mr Ayers stated that customers will not be permitted to loiter at the front of the premises and will be asked to move on. There will be two members of staff on duty at any time to ensure this is enforced.

In reaching its findings the sub-committee took into account the following:

- (i) Dover District Council's Licensing Policy
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the Act
- (iii) Section 17 of the Crime and Disorder Act 1998
- (iv) Article 6 of the Human Rights Act.

RESOLVED: (a) GRANT the application for a premises licence in respect of The Old Pharmacy, 39A King Street, Sandwich CT13 9BL as follows:

Supply of Alcohol (for consumption on the premises)

| | |
|---------------------|--------------------|
| Monday – Wednesday | 11:00 to 17:00 hrs |
| Thursday – Saturday | 11:00 – 21:00 hrs |
| Sunday | 11:00 – 16:00 hrs |

- (i) Subject to the following condition

'No drinks shall be taken outside to the front of the premises'.

The meeting ended at 2.43 pm.

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Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Friday, 31 May 2019 at 10.00 am.

Present:

Sub-Committee:

Chairman: Councillor D Hannent

Councillors: D G Beaney
O C de R Richardson

Officers:

Legal Adviser: Head of Governance
Licensing Officer: Licensing Team Leader
Administrator: Technical Support Officer - Licensing
Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/19/0005V).

5 APOLOGIES FOR ABSENCE

There were no apologies for absence.

6 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute members appointed.

7 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

8 LICENSING ACT 2003 - APPLICATION TO VARY A PREMISES LICENCE AT WALMER CASTLE PUBLIC HOUSE, SOUTH STREET, DEAL

The sub-committee considered an application from Admiral Taverns in respect of Walmer Castle Public House, South Street, Deal. The application was for the variation of the premises licence as follows:

To amend the existing conditions to read as follows:

- No re-entry into the premises after 02:00 hrs
- Extend the terminal hour for the use of the garden until 23:00 hrs Sunday – Thursday and 01:00 hrs Friday – Saturday.
- From 22:00 hrs until close of trade on Friday and Saturday evenings there shall be at least one door supervisor on duty at the premises to control access/egress of patrons.

To support the removal of the requirement for door staff on a Thursday, the applicant proposed the following condition:

'When there is entertainment held at the premises on a Thursday a minimum of 1 door supervisor must be on duty at the front of the premises to control access/egress of patrons.'

And to remove the following conditions:

- The use of the garden area beyond 22:00 hrs shall be on a trial basis for a period of 6 months from the date of the minor variation. Should complaints be received regarding the extra period of garden use, that are substantiated, or if there is a witnessing of noise nuisance by authorised officers of the Local Authority, then upon notification from the relevant authority the condition (i) above will revert back to the previous state on the 1st day after a period of 6 months from the date of change. No Minor Variation shall be required to the licence by the licence holder for this change to have effect and the licence shall be re-issues forthwith and without charge.
- From 22:00 hrs until the close of trading on Thursday, Friday and Saturday or any other days when live entertainment is present all drinks including drinks from bottles will be served in polycarbonate or similar 'glassware'.

On the basis of the representations of the applicant and his representatives, and other persons, the sub-committee found the following facts to be established:

- (i) The Licensing Team Leader at the start of the Hearing advised of an error in the report at paragraph 2.2. The third bullet point should read 'From 22:00 hrs' and not 'From 20:00 hrs.'
- (ii) The Legal Advisor clarified with the applicant's representatives that the first bullet point at paragraph 2.2 should read 'No entry or re-entry into the premises after 02:00 hrs'.
- (iii) Mr Thomas challenged the submission of further evidence from Mr McGlashan. He stated it was more prejudicial rather than probative and did not give consent to accept it. The Legal Advisor (DDC) advised that the evidence was submitted prior to the Hearing and was permissible under Regulation 18 of The Licensing Act 2003 (Hearings) Regulations 2005.
- (iv) The Licensing Team Leader read out a statement from Mr McGlashan which had been emailed to the DDC's Licensing team on 31 May 2019 at 08:23 hrs.
- (v) Members were shown video clips which were taken from a camera fitted to Mr McGlashan's property at 3 South Street, immediately opposite the Walmer Castle PH.
- (vi) It was noted there was no date stamp on the video clips. There was a time stamp and it was unknown if the time was correct.
- (vii) There was no evidence that the people in the videos were customers of the Walmer Castle PH.

- (viii) The video showing 01:10 hrs the lights could be seen to be on in the pub. The lights were off in the video displaying 01:25 hrs.
- (ix) Mr McGlashan's statement submitted with the clips explained that the clips were intended to demonstrate how the noise from a small group of people carries and echoes around South Street and to the houses to the rear in Sondes Road. Mr McGlashan stated that a larger group in the pub garden would be even louder.
- (x) Mr Thomas rejected the remark as the video clips were taken from an external camera and it was unknown what could be heard from inside the surrounding premises.
- (xi) The Sub Committee did not take the video evidence into account on the basis that they were unable to link the behaviour with the operation of the premises
- (xii) South Street has a taxi rank, bus stop and kebab shop. Other premises in the area are open until 02:00 hrs and beyond.
- (xiii) There had been no representations made by any of the Responsible Authorities, including the Police.
- (xiv) The applicant wanted to extend the use of the garden area to minimise customers' use of the pavement at the front of the premises on South Street.
- (xv) A member of staff will remain the garden from 23:00 hrs and a log book will be maintained.
- (xvi) The applicant had discussed the application with Dover District Council's Environmental Protection Officer prior to making the application. An amendment to the condition regarding the garden use was suggested, rather than it be removed.

It was suggested that

'The use of the garden area beyond 23:00 hrs shall be on a trial basis for a period of 6 months from the date of the grant of the variation. Should complaints be received regarding the extra period of garden use, that are substantiated, or if there is a witnessing of noise nuisance by authorised officers of the Local Authority, then, upon notification from the relevant authority the condition (i) above will revert back to the previous state on the 1st day after a period of 6 months from the date of change. No Minor Variation shall be required to the licence by the licence holder for this change to have effect and the licence shall be re-issued forthwith and without charge.

- (xvii) There had been 16 occasions during the previous 2 years where Temporary Event Notices (TENs) were utilised. Under the TENs, the garden had been open until 01:00 hrs and there was a relaxation on re-admissions to the premises. There had been no complaints made regarding these events.

- (xviii) If the requirement for door staff on Thursday was removed as part of the application, and having spoken with the police, the applicant proposed the following additional condition:

‘When there is entertainment held at the premises on a Thursday a minimum of 1 door supervisor must be on duty at the front of the premises to control access/egress of patrons.’

- (xix) The applicant wishes to remove the condition which restricts the use of glassware to polycarbonate or similar from 22:00 hrs until close on Thursdays, Fridays and Saturdays. Customers are already asked to leave their glassware inside the premises if they are going out to the front of the premises and it was thought to be unnecessary by the applicant. The Sub Committee did not accept this.

In reaching its findings the sub-committee took into account the following:

- (i) Dover District Council Licensing Policy
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the Act
- (iii) Section 17 of the Crime and Disorder Act 1998
- (iv) Article 6 of the Human Rights Act.

RESOLVED: GRANT in part the application for the variation to the premises licence in respect of Walmer Castle Public House, South Street, Deal as follows:

- (a) The following conditions be amended and applied as follows:
 - (i) No entry/ re-entry into the premises after 02:00 hrs.
 - (ii) Extend the terminal hour for the use of the garden until 23:00 hrs Sunday – Thursday and 00:00 hrs Friday – Saturday.
 - (i) From 22:00 hrs until close of trade on Friday and Saturday evenings there shall be at least one door supervisor on duty at the premises to control access/egress of patrons.
- (b) With the addition of the following conditions to be applied:
 - (i) When there is entertainment held at the premises on a Thursday a minimum of 1 door supervisor must be on duty at the front of the premises from 22:00 hrs until close of trade to control access/egress of patrons.

The use of the garden area beyond 23:00 hrs shall be on a trial basis for a period of 6 months from the date of the grant of the variation. Should complaints be received regarding the extra period of garden use, that are substantiated, or if there is a witnessing of noise nuisance

by authorised officers of the Local Authority, then, upon notification from the relevant authority the condition listed at (a)(ii) above will revert back to the previous state on the 1st day after a period of 6 months from the date of change. No Minor Variation shall be required to the licence by the licence holder for this change to have effect and the licence shall be re-issued forthwith and without charge.

The meeting ended at 11.19 am.

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Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 16 July 2019 at 11.35 am.

Present:

Sub-Committee:

Chairman: Councillor J P Haste

Councillors: K Mills
C D Zosseder

Officers:

Legal Adviser: Contentious and Regulatory Lawyer
Licensing Officer: Licensing Team Leader
Administrator: Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/19/0006A).

9 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor D Hannent.

10 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Council Procedure Rule 4, that Councillor J P Haste had been appointed as substitute for Councillor D Hannent.

11 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

12 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF THE CAPTAIN'S GARDEN AND CAFE, VICTORIA ROAD, DEAL

The sub-committee considered an application from Elinor Crockford in respect of Captain's Garden and Café, Victoria Road, Deal for a premises licence as follows:

Supply of Alcohol (for consumption on the premises)

| | |
|-------------------|--------------------|
| Monday – Saturday | 11:00 to 23:00 hrs |
| Sunday | 11:00 to 22:00 hrs |

Films

| | |
|-------------------|--------------------|
| Monday – Saturday | 08:00 to 23:00 hrs |
| Sunday | 09:00 to 22:00 hrs |

Live Music

| | |
|-------------------|--------------------|
| Monday – Saturday | 08:00 to 23:00 hrs |
| Sunday | 09:00 to 22:00 hrs |

Recorded Music

| | |
|-------------------|--------------------|
| Monday – Saturday | 08:00 to 23:00 hrs |
| Sunday | 09:00 to 22:00 hrs |

On the basis of the representations of the applicant and other persons, the sub-committee found the following facts to be established:

- (i) There were no representations made by any of the Responsible Authorities, including the Police.
- (ii) One representation, made by Mr McKenna, was received during the consultation period objecting to the application. Mr McKenna was not in attendance and submitted a statement that was read out at the hearing. He objected to the use of the external garden for 50 people for live events which would be feet away from residential properties. The application was for a café and the proposals were unreasonable in a residential area.
- (iii) Two letters supporting the application were received after the consultation period and prior to the hearing, including one from English Heritage. English Heritage was in support of the application to bring the buildings back into use. The premises would be leased to the applicant from English Heritage.
- (iv) The applicant was seeking permission for the premises licence from the early morning until late at night to allow flexibility and did not intend to remain open for that length of time nor make use of all licensable activities listed in the application. The applicant would be funding the business on her own and the number of staff would be minimal. The wide application was intended to prevent re-applying in the future which would be an additional cost.
- (v) The large grassed area to the front of the building was for the use of the café customers and would seat up to 50 people. The large rear garden (1.2 acres) was for the use of a volunteer gardening group and Deal Hop Farm. It contained vegetable plots and hop plants for the production of local beer. The rear garden would not be used for events or the customers of the café.
- (vi) There would be seating for 20 inside the building.
- (vii) The applicant was intending to sell local produce and alcohol would be purchased from local producers. It would be a café for the local community.
- (viii) The applicant would not be encouraging excessive alcohol consumption and all members of staff would be fully trained. The applicant was a former police officer and worked in community roles in the youth offending team and as a school mentor.

- (ix) It was the applicant's intention to project films and/or a logo onto the side of the property adjacent to the grounds of the premises. Permission for this had not yet been sought from the property owner.
- (x) Members were concerned that films projected onto the high side wall of the property might be distracting to the passing traffic and that if the license were granted that the applicant consider lowering the height of the projection onto the wall.
- (xi) There was no parking on site. Customers would have to park on the street or use the Deal Castle car park.
- (xii) The sub-committee noted that some activities that had been requested would be de-regulated between the hours of 11am and 11pm when alcohol was being sold.
- (xiii) Plays and performance of dance were not licensable activities for the times being sought.

In reaching its findings the sub-committee took into account the following:

- (i) Dover District Council's Licensing Policy
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the Act
- (iii) Section 17 of the Crime and Disorder Act 1998
- (iv) Article 6 of the Human Rights Act.

RESOLVED: (a) GRANT the application for a premises licence in respect of The Captain's Garden and Café, Victoria Road, Deal for

Supply of Alcohol (for consumption on the premises)

| | |
|-------------------|--------------------|
| Monday – Saturday | 11:00 to 23:00 hrs |
| Sunday | 11:00 to 22:00 hrs |

Films

| | |
|-------------------|--------------------|
| Monday – Saturday | 08:00 to 23:00 hrs |
| Sunday | 09:00 to 22:00 hrs |

Live Music

| | |
|-------------------|--------------------|
| Monday – Saturday | 08:00 to 23:00 hrs |
| Sunday | 09:00 to 22:00 hrs |

Recorded Music

| | |
|-------------------|--------------------|
| Monday – Saturday | 08:00 to 23:00 hrs |
| Sunday | 09:00 to 22:00 hrs |

The meeting ended at 12.29 pm.

Public Document Pack

Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Friday, 19 July 2019 at 10.00 am.

Present:

Sub-Committee:

Chairman: Councillor T A Bond

Councillors: S H Beer
D G Cronk

Officers:

Legal Adviser: Contentious and Regulatory Lawyer
Licensing Officer: Licensing Team Leader
Administrator: Administration Assistant
Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/19/0007A and NOD/19/0008A).

13 APOLOGIES FOR ABSENCE

There were no apologies for absence received from Members.

14 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute Members appointed.

15 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

16 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF THE ADMIRAL HARVEY, 13 BRIDGE STREET, DOVER

The sub-committee considered an application from Gary Elston and Karen Ethrington in respect of The Admiral Harvey Public House, 13 Bridge Street, Dover CT16 2LB for a premises licence as follows:

Supply of Alcohol (for consumption on and off the premises)

| | |
|-----------|-------------------|
| Every day | 11:00 – 23:00 hrs |
|-----------|-------------------|

Late Night Refreshment

| | |
|-------------------|-------------------|
| Friday – Saturday | 23:00 – 01:30 hrs |
|-------------------|-------------------|

On the basis of the representations of the applicant and other persons, the sub-committee found the following facts to be established:

- (i) There had been no representations made by any of the Responsible Authorities including the Police.
- (ii) Ms Seiler's concerns related to the late night refreshment provision from 23:00 to 01:30 hrs on Fridays and Saturdays. Although the sale of alcohol was precluded beyond 23:00 hrs Ms Seiler had concerns as to how this would be adhered to and monitored. Members also echoed this concern.
- (iii) The applicants explained that they had made an error when applying for the licence. They had intended to apply for an alcohol licence until 01:30 hrs in addition to the late night refreshment licence on Fridays and Saturdays. They would submit a variation application for the sale of alcohol from 23:00 to 01:30 hrs. If the late night refreshment element of the licence were granted they would not make use of the late night opening hours until the alcohol licence had been granted.
- (iv) Ms Seiler was also concerned about the noise created by smokers outside the premises in a residential area and that smokers would be on the pavement creating noise until 01:30 hrs. Ms Seiler stated in her representation that 23:00 hrs would be more acceptable.
- (v) The applicants addressed the concerns of the objector. In their statement read out at the hearing by the Licensing Team Leader, they stated that:
 - a. All windows and external doors would be kept closed between 22:00 and 08:00 hrs and during any regulated entertainment, except for ingress and egress to the premises, to prevent a noise disturbance to the neighbouring properties.
 - b. A direct telephone number for the manager of the premises would be made publicly available at all times the premises are open and made available to residents in the vicinity of the premises.
 - c. There will be a documented dispersal policy implemented.
 - d. Notices will be displayed in any areas used for smoking and at all exits, requesting customers and/or staff to respect the local residents and to use the area quietly.
 - e. At the end of each trading day the pavement from the building line to the kerb edge immediately outside the premises shall be swept and/or washed if necessary, with litter collected and disposed of accordingly.
 - f. No rubbish, including bottles, shall be moved, removed or placed in outside areas between 22:00 and 07:00 hrs.
 - g. No deliveries and/or collections (including private waste collections) shall take place on Sundays or bank holidays or between 20:00 and 07:30 hrs Monday to Saturday.
 - h. A designated gated smoking area, which can only be accessed from the main bar areas, will be created. This will have CCTV and the DPS will have a clear view of the area from the bar servery.

In reaching its findings the sub-committee took into account the following:

- (i) Dover District Council Licensing Policy
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the act
- (iii) Section 17 of the Crime and Disorder Act 1998
- (iv) Article 6 of the Human Rights Act.

RESOLVED: (a) GRANT, in part, the application for a premises licence in respect of The Admiral Harvey Public House, 13 Bridge Street, Dover CT16 2LB as follows:

- (i) GRANT the Supply of Alcohol (on and off the premises)

| | |
|-----------|--------------------|
| Every day | 11:00 to 23:00 hrs |
|-----------|--------------------|

- (b) That the Late Night Refreshment activity be refused.

17 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF LITTLE INDIA, 68 ELMS VALE ROAD, DOVER

The sub-committee considered an application from Shakkthi Limited in respect of Little India, 68 Elms Vale Road, Dover CT16 9NT. The application was the grant of a premises licence as follows:

Supply of Alcohol (for consumption OFF the premises)

| | |
|-----------|-------------------|
| Every Day | 08:00 – 23:00 hrs |
|-----------|-------------------|

On the basis of the representations of the applicant and other persons, the sub-committee found the following facts to be established:

- (i) The premises was a retail shop selling newspapers, magazines, cigarettes, groceries and general items specialising in Indian produce.
- (ii) As a result of a discussion during the consultation process with Kent Police, the applicant amended the start time for alcohol sales to 08:00 hrs every day.
- (iii) There had been no representations made by any of the Responsible Authorities including the Police.
- (iv) The concerns raised by those who made representation included:
 - There would be an increase of underage drinkers to the area and potentially proxy sales;
 - There would be an increase in noise in a residential area from the customers of the shop late at night;

- There would be a need for additional parking for customers to the premises;
 - The applicant would not be able to ascertain the age of individuals purchasing alcohol.
- (v) Dover Town Council felt the application breached all four licensing objectives. They suggested that a more appropriate time for alcohol sales would be 09:00 – 23:00 hrs Monday to Sunday as the premises was situated in a residential area and it was located en route to six schools in the area.
- (vi) There was no evidence provided by Dover Town Council to support their objection, in particular, they confirmed there was no evidence of any alcohol related crimes in the area of the premises.
- (vii) At the hearing the applicant varied the application and requested the grant of the premises licence as follows:

Supply of Alcohol (for consumption OFF the premises)

| | |
|-----------|-------------------|
| Every day | 09:00 – 23:00 hrs |
|-----------|-------------------|

- (viii) The shop would be open from 08:00 hrs. Notices would be displayed on the alcohol chillers, which were separately partitioned, advising no sales of alcohol before 09:00 hrs.
- (ix) There were conditions based upon the operating schedule that addressed the requirement to promote the licensing objectives and included a Challenge 25 policy. All staff, paid or unpaid, would be trained in the sale of alcohol and a refusals register would be maintained.

In reaching its findings the sub-committee took into account the following:

- (i) Dover District Council's Licensing Policy.
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the Act.
- (iii) Section 17 of the Crime and Disorder Act 1998.
- (iv) Article 6 of the Human Rights Act.

RESOLVED: (a) GRANT the application for a premise licence for Little India, 68 Elms Vale Road, Dover CT16 9NT for the

Supply of Alcohol (for consumption OFF the premises)

| | |
|-----------|-------------------|
| Every day | 09:00 – 23:00 hrs |
|-----------|-------------------|

The meeting ended at 11.05 am.

Public Document Pack

Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Thursday, 15 August 2019 at 10.00 am.

Present:

Sub-Committee:

Chairman: Councillor D Hannent

Councillors: D G Beaney (as substitute for Councillor K Mills)
C D Zosseder

Officers:

Legal Adviser: Contentious and Regulatory Lawyer

Licensing Officer: Licensing Enforcement Officer

Administrator: Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/19/0009A and NOD/19/0010A).

18 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor K Mills.

19 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Council Procedure Rule 4, that Councillor D G Beaney had been appointed as substitute for Councillor K Mills.

20 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

21 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF GOODWIN'S SUITE, KINGSDOWN HOLIDAY PARK, UPPER STREET, KINGSDOWN

The sub-committee considered an application from Jayne Rayner and Dawn Bennett in respect of Goodwin's Suite, Kingsdown Holiday Park, Upper Street, Kingsdown for a premises licence as follows:

Supply of Alcohol (for consumption on the premises)

| | |
|--|-------------------|
| Every Day | 13:00 – 00:00 hrs |
| Non-Standard Timings New Year's Eve | 13:00 – 02:00 hrs |

Live Music (Indoors)

| | |
|-----------|-------------------|
| Every Day | 19:00 – 23:00 hrs |
|-----------|-------------------|

Recorded Music (Indoors)

| | |
|-----------|-------------------|
| Every Day | 19:00 – 23:00 hrs |
|-----------|-------------------|

Films (Indoors and Outdoors)

| | |
|----------------------|--|
| Every Day | 19:00 – 23:00 hrs |
| Non-Standard Timings | Wet weather film during school holidays 16:00 – 19:00 hrs |

On the basis of the representations of the applicants and their representative, the sub-committee found the following facts to be established:

- (i) 'The Kingsdown Social Club' was administered by J Rayner, D Bennett (the applicants) and S Chattenden. They were chalet owners at the holiday park and would be responsible for the running of the Goodwin's Suite. They were volunteers who between them were highly experienced and qualified and abreast of the relevant legislation surrounding a premises licence. They had bar work experience, experience in running a café and had worked with children and vulnerable adults, as well as having valid DBS checks.
- (ii) Kingsdown Holiday Park had been operational since 1934 and had historically held events and activities at the park within the two bars on the site. The Goodwin's Suite was a purpose built modern building designed to hold events, discos, weddings and family entertainment.
- (iii) All events on the site were family orientated and were advertised on site only. Residents and guests of residents were able to attend the planned entertainment, which was centred around family entertainment.
- (iv) At least one of the premises licence holders (the social club's administrators) would be in the bar whilst it was open. There was a security entry system into the Goodwin's Suite of which the administrators were the only ones with access.
- (v) There would be volunteers, who were residents of the park, working behind the bar also. The volunteers would be trained and a Challenge 25 policy would be in place. They would be trained not to serve anyone who was intoxicated.
- (vi) The drinks in the bar were either bottled or in cans. No children would be served at the bar unless they were purchasing food items and were accompanied by an adult.
- (vii) Bar rules and posters would be displayed asking residents and guests to leave quietly. Those who left the site would be the entertainers or guests of residents.
- (viii) The entrance to the holiday park was a shared access and each chalet on the site had its own designated parking space. Additional parking would be required for the entertainers when an event was being held. There would be no additional pressures on parking.

- (ix) There had been no representations made by any of the Responsible Authorities, including the Police. There was no evidence of any noise disturbances or disruption at the site.

In reaching its findings the sub-committee took into account the following:

- (i) Dover District Council's Licensing Policy.
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the Act.
- (iii) Section 17 of the Crime and Disorder Act 1998.
- (iv) Article 6 of the Human Rights Act.

RESOLVED: (a) GRANT the application for a Premises Licence in respect of Goodwin's Suite, Kingsdown Holiday Park, Upper Street, Kingsdown as follows:

Supply of Alcohol (for consumption on the premises)

| | |
|--|-------------------|
| Every day | 13:00 – 00:00 hrs |
| Non Standard Timings New Year's Eve | 13:00 – 02:00 hrs |

Live Music (Indoors)

| | |
|-----------|-------------------|
| Every day | 19:00 – 23:00 hrs |
|-----------|-------------------|

Recorded Music (Indoors)

| | |
|-----------|-------------------|
| Every day | 19:00 – 23:00 hrs |
|-----------|-------------------|

- (b) The sub-committee felt that reference to wet weather was an unnecessary condition and thus varied the showing of films as follows:

Films (Indoors and Outdoors)

| | |
|----------------------|---|
| Every day | 19:00 – 23:00 hrs |
| Non Standard Timings | Film during school holidays 16:00 – 19:00 hrs |

22 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF LILLYROOS, LOOKERS COTTAGE, FOULMEAD FARM, SANDWICH ROAD, HACKLINGE

The sub-committee considered an application from Sarah Brown in respect of Lillyroos, Lookers Cottage, Foulmead Farm, Sandwich Road, Hacklinge. The application was for a premises licence as follows:

Supply of Alcohol (for consumption ON and OFF the premises)

| | |
|-------------------|-------------------|
| Sunday – Thursday | 12:00 – 23:00 hrs |
| Friday – Saturday | 12:00 – 01:00 hrs |

Late Night Refreshment

| | |
|-------------------|-------------------|
| Sunday | 23:00 – 00:00 hrs |
| Friday – Saturday | 23:00 – 01:00 hrs |

Live Music

| | |
|-------------------|-------------------|
| Sunday | 12:00 – 22:00 hrs |
| Friday – Saturday | 12:00 – 00:00 hrs |

Recorded Music

| | |
|-------------------|-------------------|
| Sunday - Thursday | 12:00 – 22:00 hrs |
| Friday – Saturday | 12:00 – 00:00 hrs |

Films

| | |
|-------------------|-------------------|
| Sunday – Thursday | 12:00 – 22:00 hrs |
| Friday – Saturday | 12:00 – 23:00 hrs |

On the basis of the representations of the applicant, their witnesses, and other persons, the sub-committee found the following facts to be established:

- (i) The application was for a premises licence on a family glamping site. The site was an open field with six 5 metre bell tents and provision for camping, caravans and motorhomes, accommodating 100 people.
- (ii) There was an outbuilding and covered communal area with an open bar area and seating for up to 30 people. There was a small area where music would take place. Music was not intended to go beyond 23:00 hours and would only be played when a private event was taking place.
- (iii) The applicant had a converted mobile van with provision to serve hot and cold refreshments along with alcohol. This would be offered as an option to clients who booked the site for events. The van, if required, could move to anywhere within the site.
- (iv) There had been eight Temporary Event Notices (TENs) utilised at the premises since April 2019. These events did not go beyond 23:55hrs and there were no complaints made.
- (v) Two representations were received objecting to the application. Mrs Bowkett and Ms Dewen were present at the hearing. There were no representations made by any of the Responsible Authorities, including the Police.
- (vi) Following the eight events authorised under the TENs the objectors were concerned by the increase and speed of traffic entering and leaving the

premises along with the loud music and wandering people late at night. They were reluctant to sit in the garden and it had caused distress to the neighbours' livestock. Mrs Dewen was unable sleep at the back of her house during events and her windows must remain closed.

- (vii) For clarity Mrs Bowkett and Mrs Dewen annotated the map provided in the agenda pack to clearly identify the location of their properties and a riding school adjacent to Foulmead Cottage. This was agreed by all parties.
- (viii) The access to the properties annotated on the map was via a private road, as well as a public road. There were two commercial buildings beyond the premises which also had the use of these roads.
- (ix) Following complaints from neighbours the applicants have installed signage directing traffic to the glamping site by an alternative route and 'drive slowly' signs. New improved signage was being made and they were exploring the possibility of also having a tourist board signage.
- (x) When queried, the objectors advised that they had experienced traffic problems at times when there was not an event authorised under a TEN.
- (xi) The site was an open site with no barriers to deaden the noise from music or people. The applicants suggested that the noise could be mitigated by way of hay bale barriers. The stage area for music acts was facing in the direction of Sandwich Bay and away from the neighbouring properties. The applicant amended their application to end music at 23:00 hours.

In reaching its findings the sub-committee took into account the following:

- (i) Dover District Council's Licensing Policy.
- (ii) The Licensing Act 2003 and the guidance given under Section 182 of the Act.
- (iii) Section 17 of the Crime and Disorder Act 1998.
- (iv) Article 6 of the Human Rights Act.

RESOLVED: (a) GRANT the application for a premises licence in respect of Lillyroos, Lookers Cottage, Foulmead Farm, Sandwich Road, Hacklinge as follows:

Supply of Alcohol (for consumption ON and OFF the premises)

| | |
|-----------|-------------------|
| Every day | 12:00 – 23:00 hrs |
|-----------|-------------------|

Films

| | |
|-------------------|-------------------|
| Sunday – Thursday | 12:00 – 22:00 hrs |
| Friday – Saturday | 12:00 – 23:00 hrs |

- (b) Live and recorded music is deregulated during the hours sought. No licence is required for either activity between the hours of 08:00 and 23:00 hrs when selling alcohol, provided the audience does not exceed 500.
- (c) Refused application for late night refreshment.

The meeting ended at 12.34 pm.

| | |
|--------------------------|--|
| Subject: | FEES AND CHARGES 2020/21 |
| Meeting and Date: | Licensing Committee – 30 October 2019 Cabinet (for information) – 13 January 2020 (part of larger report) |
| Report of: | Diane Croucher, Head of Regulatory Services |
| Decision Type: | Non- Executive |
| Classification: | Unrestricted |

Purpose of the report: This report has been prepared in order to obtain formal approval for the levels of fees and charges (F&Cs) for the financial year 2020/21. These revised F&Cs will be included in the budget estimates for 2020/21.

- Recommendation:**
1. The Licensing Committee approve the Fees and Charges for 2020/21 as set out in Appendix 3
 2. Members approve the general principle that fees are set at an appropriate inclusive level, irrespective of VAT status, and that the VAT element within the overall fee level is then determined.
 3. Members approve the general principle that, unless the fee is set by statute, licensing fees will be set on a cost recovery basis.
 4. That the Head of Regulatory Services is authorised to adopt fees at, or close to government directed levels without the need for further reporting, in cases where the Council is awaiting Government guidance and it has not been possible to set a fee level at this stage.
 5. That the Head of Regulatory Services be authorised in consultation and the Strategic Director of Corporate Resources to make minor adjustments to the fees and charges as necessary
-

1. Summary

1.1 The Council's constitution specifies that F&Cs shall be reviewed annually. In order to meet this requirement all Directors / Heads of Service have been asked to review the F&Cs within their areas of responsibility and to produce recommended levels for 2020/21.

2. Introduction and Background

2.1 The Council's constitution specifies that F&Cs shall be reviewed annually.

2.2 The level of Member approval required is dependent upon the types of F&Cs raised and therefore reports have to be submitted to:

- Licensing Committee

- Regulatory Committee
- Planning Committee (for information only)
- Cabinet

2.3 In order to meet this requirement it is proposed to submit the following reports:

- Licensing Committee - Report to meeting on 30 October 2019 of all F&Cs to be set by the Licensing Committee.
- Regulatory Committee – Report to meeting on 19 November 2019 of all F&Cs to be set by the Regulatory Committee.
- Planning Committee – Report (for information) to the meeting on 07 November 2010 of all F&Cs relevant to the Planning Committee.
- Cabinet – Report to the meeting on 13 January 2020 of all F&Cs, but seeking specific approval of those F&Cs set by Cabinet.

2.4 Members are reminded that in 2004/05 a Member and Officer Review group developed a framework of broad guidelines to be considered in formulating proposals for F&Cs.

2.5 A copy of the checklist produced at that time and since updated to maintain currency, has been circulated to all Service Directors and to all officers considering F&Cs so that a rigorous and consistent approach is taken. A copy is attached at Appendix 1.

2.6 As in previous years, in order to assist Members, the data on F&Cs has been tabulated into a standard format that has been used for Appendices 3.

Detail and Narrative

These give a brief summary of the type of service being provided.

Set by Government

This indicates whether a charge is statutory or not. If a charge is statutory then it is effectively set by Government and although formal Member approval is still sought, there is little or no scope to make changes.

2020/21 Charge Inc VAT

The charge has been provided inclusive of VAT for two reasons. First, it shows what the customer will actually pay and is therefore more meaningful.

Second, charges for some services, car parking for example, which are not simply a direct recovery of costs, are set at a level, inclusive of VAT, having regard to relevant considerations including market level, where appropriate. The VAT is therefore a deduction from the amount of charge retained by DDC and is not a key factor in determining the appropriate charge. Members are asked to approve this approach.

2020/21 Proposed Charge Inc VAT

This is the recommended charge for 2020/21 and will, subject to Members' approval, be included in the 2019/20 budget.

2020/21 Total Expected Income ex VAT

This gives a broad indication as to how much income DDC is expected to receive and has been included to provide Members with a sense of the relative importance of individual charges or group of similar charges. The more significant income streams (generating over £3k) have been highlighted in **bold** type.

In some cases, the level of use is very low, or infrequent, or the service has only recently been introduced and so no level of income has been included.

Comments (inc Reason for the Change in Charges)

The licensing fees are reviewed each year as part of a rolling programme. The reviews include a detailed time/cost breakdown of each licence type. A review has been carried out of the hackney carriage/private hire, animal activities and scrap metal fees.

It should be noted that the Licensing Act fees and charges (Appendix 3) are all set centrally by government.

3. Identification of Options

- 3.1 The recommended figures for consideration by Members are included in the Appendices. Members may approve these proposed figures.
- 3.2 Members may propose and approve alternative figures with reasons recorded for their decisions. Alternative figures should not however result in a total income which exceeds the cost of providing the service.

4. Evaluation of Options

- 4.1 The recommended fees and charges take into account the actual cost of providing the service and seek to ensure full cost recovery. This is the recommended approach.
- 4.2 Members should also take into account the checklist of issues to consider (at Appendix 1) when reviewing the fees and charges included in the subsequent Appendices.

5. Resource Implications

See Appendices.

6. Corporate Implications

- 6.1 Comment from the Strategic Director of Corporate Services (linked to the MTFP): Finance have been involved in the production of this report and have no further comment to make (JS).

- 6.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.
- 6.3 Comment from the Equalities Officer: This report does not specifically highlight any equality implications however in discharging their duties members are required to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>.

7. **Appendices**

Appendix 1 – Fees and Charges checklist

Appendix 3 – Schedule of recommended F&Cs

Contact Officers: Rebecca Pordage, Licensing Team Leader and Jun Shek, Accountancy Apprentice

Fees and Charges Checklist

| |
|---|
| <p>Corporate and Service Objectives Are links made between charges and our corporate and service objectives and are we able to use charges to help deliver these objectives?</p> |
| <p>Users of the Service Is there sufficient understanding of our service users and their needs and wishes? Have we considered different pricing to specific target groups and has the potential impact of charges or the changes to existing charges been assessed? Ensure that you consider the potential diversity and equality issues and where necessary consider and document any issues and mitigation.</p> |
| <p>Comparison with other providers Is there a complete picture of competition and providers of similar services – including other Local Authorities?</p> |
| <p>Consultation Has the relevant Portfolio holder been consulted and do charges meet with their aspirations and requirements? Is wider community consultation appropriate for any of your charges? Has it been undertaken?</p> |
| <p>Performance Management Are the principles for charges clearly defined and are clear targets set and monitored. Do we have a clear picture of what is a success?</p> |
| <p>Financial Considerations Is the charge at a level to fully recover all costs or if is subsidised - why? Have we considered all services for which we can / should charge a fee? Are there any fees that we charge, that have not been included in the schedule? Are we being radical in our approach to charging and are our charges cost effective?</p> |
| <p>Corporate Income Policy Please ensure you adhere to the main principals of the Corporate Income Policy when setting your fees and charges.</p> |
| <p>Legal Considerations and Other Guidance Does the Council have the power to levy the charges. Is there any ministerial or other guidance that should be taken into account?</p> |
| <p>Customer Access Review Consider whether the CAR for your service includes any issues for specific fees.</p> |

Fees and Charges 2019/20

| | | | 2019/20 | 2019/20 | 2019/20 | | 2019/20 | 2020/21 | 2020/21 | 2020/21 | | |
|---|--------------------------|---|--------------------------|---------|--|-------------|------------------------------|---|--|------------------------------|--------------|---|
| Detail | Narrative | Set by Govt? Y/N | Approved Charges inc VAT | Units | Comments | Vatable Y/N | Total Expected Income ex VAT | Proposed Charges inc VAT (where applicable) | Comments | Total Expected Income ex VAT | Fee % Change | Reasons for Change in Charges and/or Income |
| Licensing - M. Davis - D. Croucher - Cllr Collor | | | | | | | | | | | | |
| 1 | Personal Licences | Grant or Renewal | £37 | | Statutory Fee set by Government | N | £3,700 | £37 | Statutory Fee set by Government | £3,700 | 0% | |
| 2 | Personal Licences | Change of Name or Address | £10.50 | | | N | £52.50 | £10.50 | | £105.00 | 0% | Based on actual income 2018-19 |
| 3 | Personal Licences | Theft, Loss etc. | £10.50 | | | N | £52.50 | £10.50 | | £105.00 | 0% | Based on actual income 2018-19 |
| 4 | Premises & Club Licences | Theft, Loss etc. | £10.50 | | | N | £52.50 | £10.50 | | £21.00 | 0% | Based on actual income 2018-19 |
| 5 | Premises & Club Licences | Change of Name or Address | £10.50 | | | N | £52.50 | £10.50 | | £52.50 | 0% | |
| 6 | Premises & Club Licences | Change of Club Rules | £10.50 | | | N | £0 | £10.50 | | £0 | 0% | |
| 7 | Premises & Club Licences | Vary DPS | £23 | | | N | £1,886 | £23 | | £1,495 | 0% | Based on actual income 2018-19 |
| 8 | Premises & Club Licences | Transfer Licence | £23 | | | N | £621 | £23 | | £621 | 0% | |
| 9 | Premises & Club Licences | Interim Authority | £23 | | | N | £0 | £23 | | £0 | 0% | |
| 10 | Premises & Club Licences | Notification Interest | £21 | | | N | £21 | £21 | | £0 | 0% | Based on actual income 2018-19 |
| 11 | Premises & Club Licences | Provisional Statement | £315 | | | N | £0 | £315 | | £0 | 0% | |
| 12 | Premises & Club Licences | Minor Variation | £89 | | | N | £267 | £89 | | £534 | 0% | Based on actual income 2018-19 |
| 13 | Premises & Club Licences | New Application & Variation NDR Band A | £100 | | | N | £1,000 | £100 | | £500 | 0% | |
| 14 | Premises & Club Licences | New Application & Variation NDR Band B | £190 | | | N | £2,090 | £190 | | £2,850 | 0% | Based on actual income 2018-19 |
| 15 | Premises & Club Licences | New Application & Variation NDR Band C | £315 | | | N | £630 | £315 | | £315 | 0% | Based on actual income 2018-19 |
| 16 | Premises & Club Licences | New Application & Variation NDR Band D | £450 | | | N | £0 | £450 | | £0 | 0% | |
| 17 | Premises & Club Licences | New Application & Variation NDR Band E | £635 | | | N | £0 | £635 | | £0 | 0% | |
| 18 | Premises & Club Licences | Annual Fee NDR Band A | £70 | | | N | £6,300 | £70 | | £4,900 | 0% | Based on number of premises in district |
| 19 | Premises & Club Licences | Annual Fee NDR Band B | £180 | | | N | £54,000 | £180 | | £53,460 | 0% | Based on number of premises in district |
| 20 | Premises & Club Licences | Annual Fee NDR Band C | £295 | | | N | £12,390 | £295 | | £11,800 | 0% | Based on number of premises in district |
| 21 | Premises & Club Licences | Annual Fee NDR Band D | £320 | | | N | £3,520 | £320 | | £2,240 | 0% | Based on number of premises in district |
| 22 | Premises & Club Licences | Annual Fee NDR Band E | £350 | | | N | £2,800 | £350 | | £8,750 | 0% | Based on number of premises in district |
| 23 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 5,000 to 9,999 | £1,000 | | N | £0 | £1,000 | £0 | 0% | | | |
| 24 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 10,000 to 14,999 | £2,000 | | N | £0 | £2,000 | £0 | 0% | | | |
| 25 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 15,000 to 19,999 | £4,000 | | N | £0 | £4,000 | £0 | 0% | | | |
| 26 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 20,000 to 29,999 | £8,000 | | N | £0 | £8,000 | £0 | 0% | | | |
| 27 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 30,000 to 39,999 | £16,000 | | N | £0 | £16,000 | £0 | 0% | | | |
| 28 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 40,000 to 49,999 | £24,000 | | N | £0 | £24,000 | £0 | 0% | | | |

Fees and Charges 2019/20

| | | | 2019/20 | 2019/20 | 2019/20 | | 2019/20 | 2020/21 | 2020/21 | 2020/21 | | |
|--------|-------------------------|---|--------------------------|---------|----------|-------------|------------------------------|---|----------|------------------------------|--------------|---|
| Detail | Narrative | Set by Govt? Y/N | Approved Charges inc VAT | Units | Comments | Vatable Y/N | Total Expected Income ex VAT | Proposed Charges inc VAT (where applicable) | Comments | Total Expected Income ex VAT | Fee % Change | Reasons for Change in Charges and/or Income |
| 29 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 50,000 to 59,999 | Y | £32,000 | | N | £0 | £32,000 | | £0 | 0% | |
| 30 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 60,000 to 69,999 | Y | £40,000 | | N | £0 | £40,000 | | £0 | 0% | |
| 31 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 70,000 to 79,999 | Y | £48,000 | | N | £0 | £48,000 | | £0 | 0% | |
| 32 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 80,000 to 89,999 | Y | £56,000 | | N | £0 | £56,000 | | £0 | 0% | |
| 33 | Large Scale Events | New Application & Variation. Number in Attendance at any one time: 90,000 and over | Y | £64,000 | | N | £0 | £64,000 | | £0 | 0% | |
| 34 | Large Scale Events | Annual Fee 5,000 to 9,999 | Y | £500 | | N | £0 | £500 | | £0 | 0% | |
| 35 | Large Scale Events | Annual Fee 10,000 to 14,999 | Y | £1,000 | | N | £0 | £1,000 | | £0 | 0% | |
| 36 | Large Scale Events | Annual Fee 15,000 to 19,999 | Y | £2,000 | | N | £0 | £2,000 | | £0 | 0% | |
| 37 | Large Scale Events | Annual Fee 20,000 to 29,999 | Y | £4,000 | | N | £0 | £4,000 | | £0 | 0% | |
| 38 | Large Scale Events | Annual Fee 30,000 to 39,999 | Y | £8,000 | | N | £0 | £8,000 | | £0 | 0% | |
| 39 | Large Scale Events | Annual Fee 40,000 to 49,999 | Y | £12,000 | | N | £0 | £12,000 | | £0 | 0% | |
| 40 | Large Scale Events | Annual Fee 50,000 to 59,999 | Y | £16,000 | | N | £0 | £16,000 | | £0 | 0% | |
| 41 | Large Scale Events | Annual Fee 60,000 to 69,999 | Y | £20,000 | | N | £0 | £20,000 | | £0 | 0% | |
| 42 | Large Scale Events | Annual Fee 70,000 to 79,999 | Y | £24,000 | | N | £0 | £24,000 | | £0 | 0% | |
| 43 | Large Scale Events | Annual Fee 80,000 to 89,999 | Y | £28,000 | | N | £0 | £28,000 | | £0 | 0% | |
| 44 | Large Scale Events | Annual fee 90,000 and over | Y | £32,000 | | N | £0 | £32,000 | | £0 | 0% | |
| 45 | Temporary Event Notices | New Notice | Y | £21 | | N | £6,006 | £21 | | £8,925 | 0% | Based on actual income 2018-19 |
| 46 | Temporary Event Notices | Theft, Loss etc. | Y | £10.50 | | N | £0.00 | £10.50 | | £0.00 | 0% | |
| 47 | Small Society Lotteries | Registration Fee | Y | £40 | | N | £480 | £40 | | £480 | 0% | |
| 48 | Small Society Lotteries | Annual Fee | Y | £20 | | N | £1,400 | £20 | | £1,400 | 0% | |

Fees and Charges 2019/20

| | | | | 2019/20 | 2019/20 | | 2019/20 | 2020/21 | 2020/21 | 2020/21 | | |
|--|------------------------------------|---|------------------|--------------------------|----------|-------------|-------------------------------|---|----------|-------------------------------|--------------|---|
| | Detail | Narrative | Set by Govt? Y/N | Approved Charges inc VAT | Comments | Vatable Y/N | Total Expected Income inc VAT | Proposed Charges inc VAT (where applicable) | Comments | Total Expected Income inc VAT | Fee % Change | Reasons for Change in Charges and/or Income |
| Licensing - M. Davis - D. Croucher - Clr Collor | | | | | | | | | | | | |
| 49 | Bingo Club | Licence Application | N | £3,500 | | N | £0 | £3,500 | | £0 | 0% | |
| 50 | Bingo Club | Annual Fee | N | £950 | | N | £1,900 | £950 | | £1,900 | 0% | |
| 51 | Bingo Club | Application to Vary | N | £1,750 | | N | £0 | £1,750 | | £0 | 0% | |
| 52 | Bingo Club | Application to Transfer | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 53 | Bingo Club | Application for Reinstatement | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 54 | Bingo Club | Application for Provisional Statement | N | £3,500 | | N | £0 | £3,500 | | £0 | 0% | |
| 55 | Bingo Club | Licence Application (Provisional Statement Holders) | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 56 | Bingo Club | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |
| 57 | Bingo Club | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 58 | Betting Premise (excluding Tracks) | Licence Application | N | £3,000 | | N | £0 | £3,000 | | £0 | 0% | |
| 59 | Betting Premise (excluding Tracks) | Annual Fee | N | £575 | | N | £6,900 | £575 | | £5,175 | 0% | Based on actual number of premises |
| 60 | Betting Premise (excluding Tracks) | Application to Vary | N | £1,250 | | N | £0 | £1,250 | | £0 | 0% | |
| 61 | Betting Premise (excluding Tracks) | Application to Transfer | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 62 | Betting Premise (excluding Tracks) | Application for Reinstatement | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 63 | Betting Premise (excluding Tracks) | Application for Provisional Statement | N | £3,000 | | N | £0 | £3,000 | | £0 | 0% | |
| 64 | Betting Premise (excluding Tracks) | Licence Application (Provisional Statement Holders) | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 65 | Betting Premise (excluding Tracks) | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |
| 66 | Betting Premise (excluding Tracks) | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 67 | Track | Licence Application | N | £2,500 | | N | £0 | £2,500 | | £0 | 0% | |
| 68 | Track | Annual Fee | N | £950 | | N | £0 | £950 | | £0 | 0% | |
| 69 | Track | Application to Vary | N | £1,250 | | N | £0 | £1,250 | | £0 | 0% | |
| 70 | Track | Application to Transfer | N | £950 | | N | £0 | £950 | | £0 | 0% | |

Fees and Charges 2019/20

| | | | | 2019/20 | 2019/20 | | 2019/20 | 2020/21 | 2020/21 | 2020/21 | | |
|----|-----------------------------|---|------------------|--------------------------|----------|-------------|-------------------------------|---|----------|-------------------------------|--------------|---|
| | Detail | Narrative | Set by Govt? Y/N | Approved Charges inc VAT | Comments | Vatable Y/N | Total Expected Income inc VAT | Proposed Charges inc VAT (where applicable) | Comments | Total Expected Income inc VAT | Fee % Change | Reasons for Change in Charges and/or Income |
| 71 | Track | Application for Reinstatement | N | £950 | | N | £0 | £950 | | £0 | 0% | |
| 72 | Track | Application for Provisional Statement | N | £2,500 | | N | £0 | £2,500 | | £0 | 0% | |
| 73 | Track | Licence Application (Provisional Statement Holders) | N | £950 | | N | £0 | £950 | | £0 | 0% | |
| 74 | Track | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |
| 75 | Track | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 76 | Family Entertainment Centre | Licence Application | N | £2,000 | | N | £0 | £2,000 | | £0 | 0% | |
| 77 | Family Entertainment Centre | Annual Fee | N | £725 | | N | £2,175 | £725 | | £2,175 | 0% | |
| 78 | Family Entertainment Centre | Application to Vary | N | £1,000 | | N | £0 | £1,000 | | £0 | 0% | |
| 79 | Family Entertainment Centre | Application to Transfer | N | £950 | | N | £0 | £950 | | £0 | 0% | |
| 80 | Family Entertainment Centre | Application for Reinstatement | N | £950 | | N | £0 | £950 | | £0 | 0% | |
| 81 | Family Entertainment Centre | Application for Provisional Statement | N | £2,000 | | N | £0 | £2,000 | | £0 | 0% | |
| 82 | Family Entertainment Centre | Licence Application (Provisional Statement Holders) | N | £950 | | N | £0 | £950 | | £0 | 0% | |
| 83 | Family Entertainment Centre | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |
| 84 | Family Entertainment Centre | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 85 | Adult Gaming Centre | Licence Application | N | £2,000 | | N | £0 | £2,000 | | £0 | 0% | |
| 86 | Adult Gaming Centre | Annual Fee | N | £950 | | N | £4,750 | £950 | | £5,700 | 0% | Based on actual number of premises |
| 87 | Adult Gaming Centre | Application to Vary | N | £1,000 | | N | £0 | £1,000 | | £0 | 0% | |
| 88 | Adult Gaming Centre | Application to Transfer | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 89 | Adult Gaming Centre | Application for Reinstatement | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 90 | Adult Gaming Centre | Application for Provisional Statement | N | £2,000 | | N | £0 | £2,000 | | £0 | 0% | |
| 91 | Adult Gaming Centre | Licence Application (Provisional Statement Holders) | N | £1,200 | | N | £0 | £1,200 | | £0 | 0% | |
| 92 | Adult Gaming Centre | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |

Fees and Charges 2019/20

| | | | | 2019/20 | 2019/20 | | 2019/20 | 2020/21 | 2020/21 | 2020/21 | | |
|-----|---------------------|---|------------------|--------------------------|----------|-------------|-------------------------------|---|----------|-------------------------------|--------------|---|
| | Detail | Narrative | Set by Govt? Y/N | Approved Charges inc VAT | Comments | Vatable Y/N | Total Expected Income inc VAT | Proposed Charges inc VAT (where applicable) | Comments | Total Expected Income inc VAT | Fee % Change | Reasons for Change in Charges and/or Income |
| 93 | Adult Gaming Centre | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 94 | New Small Casino | Licence Application | N | £8,000 | | | £0 | £8,000 | | £0 | 0% | |
| 95 | New Small Casino | Annual Fee | N | £5,000 | | N | £0 | £5,000 | | £0 | 0% | |
| 96 | New Small Casino | Application to Vary | N | £4,000 | | N | £0 | £4,000 | | £0 | 0% | |
| 97 | New Small Casino | Application to Transfer | N | £1,800 | | N | £0 | £1,800 | | £0 | 0% | |
| 98 | New Small Casino | Application for Reinstatement | N | £1,800 | | N | £0 | £1,800 | | £0 | 0% | |
| 99 | New Small Casino | Application for Provisional Statement | N | £8,000 | | N | £0 | £8,000 | | £0 | 0% | |
| 100 | New Small Casino | Licence Application (Provisional Statement Holders) | N | £3,000 | | N | £0 | £3,000 | | £0 | 0% | |
| 101 | New Small Casino | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |
| 102 | New Small Casino | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 103 | New Large Casino | Licence Application | N | £10,000 | | N | £0 | £10,000 | | £0 | 0% | |
| 104 | New Large Casino | Annual Fee | N | £10,000 | | N | £0 | £10,000 | | £0 | 0% | |
| 105 | New Large Casino | Application to Vary | N | £5,000 | | N | £0 | £5,000 | | £0 | 0% | |
| 106 | New Large Casino | Application to Transfer | N | £2,150 | | N | £0 | £2,150 | | £0 | 0% | |
| 107 | New Large Casino | Application for Reinstatement | N | £2,150 | | N | £0 | £2,150 | | £0 | 0% | |
| 108 | New Large Casino | Application for Provisional Statement | N | £10,000 | | N | £0 | £10,000 | | £0 | 0% | |
| 109 | New Large Casino | Licence Application (Provisional Statement Holders) | N | £5,000 | | N | £0 | £5,000 | | £0 | 0% | |
| 110 | New Large Casino | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |
| 111 | New Large Casino | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 112 | Regional Casino | Licence Application | N | £15,000 | | N | £0 | £15,000 | | £0 | 0% | |
| 113 | Regional Casino | Annual Fee | N | £15,000 | | N | £0 | £15,000 | | £0 | 0% | |
| 114 | Regional Casino | Application to Vary | N | £7,500 | | N | £0 | £7,500 | | £0 | 0% | |
| 115 | Regional Casino | Application to Transfer | N | £6,500 | | N | £0 | £6,500 | | £0 | 0% | |
| 116 | Regional Casino | Application for Reinstatement | N | £6,500 | | N | £0 | £6,500 | | £0 | 0% | |
| 117 | Regional Casino | Application for Provisional Statement | N | £15,000 | | N | £0 | £15,000 | | £0 | 0% | |

Fees and Charges 2019/20

| | | | | 2019/20 | 2019/20 | | 2019/20 | 2020/21 | 2020/21 | 2020/21 | | |
|-----|--|--|------------------|--------------------------|---------------------------------------|-------------|-------------------------------|---|----------|-------------------------------|--------------|---|
| | Detail | Narrative | Set by Govt? Y/N | Approved Charges inc VAT | Comments | Vatable Y/N | Total Expected Income inc VAT | Proposed Charges inc VAT (where applicable) | Comments | Total Expected Income inc VAT | Fee % Change | Reasons for Change in Charges and/or Income |
| 118 | Regional Casino | Licence Application (Provisional Statement Holders) | N | £8,000 | | N | £0 | £8,000 | | £0 | 0% | |
| 119 | Regional Casino | Copy of Licence | N | £25 | | N | £0 | £25 | | £0 | 0% | |
| 120 | Regional Casino | Notification of Change | N | £50 | | N | £0 | £50 | | £0 | 0% | |
| 121 | Temporary Use Notice | Application Fee | Y | £500 | | N | £0 | £500 | | £0 | 0% | |
| 122 | Alcohol Licences Premises | Permit Application Fee (2 or less Machines) | Y | £50 | | N | £150 | £50 | | £150 | 0% | |
| 123 | Alcohol Licences Premises | Permit Application Fee (3+ Machines) | Y | £150 | | N | £0 | £150 | | £0 | 0% | |
| 124 | Alcohol Licences Premises | Permit Annual Fee (3+ Machines) | Y | £50 | | N | £550 | £50 | | £200 | 0% | Based on income 2018-19 |
| 125 | Family Entertainment Centre Unlicensed | Permit Application Fee | Y | £300 | | N | £0 | £300 | | £0 | 0% | |
| 126 | Family Entertainment Centre Unlicensed | Permit Renewal Fee (Permits last for a period of 10 years) | Y | £300 | Permits last for a period of 10 years | N | £0 | £300 | | £0 | 0% | |
| 127 | Prize Gaming | Permit Application Fee | Y | £300 | | N | £0 | £300 | | £0 | 0% | |
| 128 | Prize Gaming | Permit Renewal Fee | Y | £300 | | N | £0 | £300 | | £0 | 0% | |
| 129 | Club Gaming | Permit Application Fee | Y | £200 | | N | £0 | £200 | | £0 | 0% | |
| 130 | Club Gaming | Permit Annual Fee | Y | £50 | | N | £50 | £50 | | £50 | 0% | |
| 131 | Club Gaming | Permit Renewal Fee (due every 10 years) | Y | £200 | | N | £0 | £200 | | £0 | 0% | |
| 132 | Club Gaming Machine | Permit Application Fee | Y | £200 | | N | £0 | £200 | | £0 | 0% | |
| 133 | Club Gaming Machine | Permit Annual Fee | Y | £50 | | N | £300 | £50 | | £250 | 0% | |
| 134 | Club Gaming Machine | Permit Renewal Fee | Y | £200 | | N | £0 | £200 | | £0 | 0% | |
| 135 | Club Fast-track for Gaming Permit or Gaming Machine Permit | Permit Application Fee | Y | £100 | | N | £0 | £100 | | £0 | 0% | |
| 136 | Club Fast-track for Gaming Permit or Gaming Machine Permit | Permit Annual Fee | Y | £50 | | N | £0 | £50 | | £0 | 0% | |
| 137 | Gaming Machine Permit | Annual Fee | Y | £100 | | N | £0 | £100 | | £0 | 0% | |
| 138 | Provision of Gambling | Copy Licence | Y | £0 | | N | £0 | £0 | | £0 | 0% | |

Fees and Charges 2019/20

| | | | | 2019/20 | 2019/20 | | 2019/20 | 2020/21 | 2020/21 | 2020/21 | | |
|-----|-----------------------|------------------------|------------------|--------------------------|----------|-------------|-------------------------------|---|----------|-------------------------------|--------------|---|
| | Detail | Narrative | Set by Govt? Y/N | Approved Charges inc VAT | Comments | Vatable Y/N | Total Expected Income inc VAT | Proposed Charges inc VAT (where applicable) | Comments | Total Expected Income inc VAT | Fee % Change | Reasons for Change in Charges and/or Income |
| 139 | Provision of Gambling | Notification of Change | Y | £0 | | N | £0 | £0 | | £0 | 0% | |