

# Public Document Pack



Democratic Services  
White Cliffs Business Park  
Dover  
Kent CT16 3PJ

Telephone: (01304) 821199  
Fax: (01304) 872452  
DX: 6312  
Minicom: (01304) 820115  
Website: [www.dover.gov.uk](http://www.dover.gov.uk)  
e-mail: [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk)

11 October 2022

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 19 October 2022 at 5.30 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Democratic Services on (01304) 872305 or by e-mail at [democraticservices@dover.gov.uk](mailto: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)	J P Haste
P D Jull (Vice-Chairman)	M F Hibbert
M Bates	S C Manion
D G Beaney	K Mills
P M Brivio	D P Murphy
N J Collor	R S Walkden
D G Cronk	C D Zosseder
D Hannent	

## 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 24 May 2022.

5 **MINUTES OF SUB-COMMITTEE MEETINGS** (Pages 6 - 24)

To receive the attached minutes of the meetings of the Licensing Sub-Committees held on 28 February 2022, 22 March 2022 and 27 June 2022.

6 **FEES AND CHARGES 2023/24** (Pages 25 - 34)

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](http://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 Democratic Services, [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk), telephone: (01304) 872305 or email: [democraticservices@dover.gov.uk](mailto: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, 24 May 2022 at 9.15 am.

Present:

Chairman: Councillor T A Bond

Councillors: P D Jull  
D G Beaney  
P M Brivio  
N J Collor  
D Hannent  
J P Haste  
M F Hibbert  
S C Manion  
R S Walkden

Officers: 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 D Hannent 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 T A Bond, duly seconded and

RESOLVED: That Councillor P D Jull be appointed as Vice-Chairman of the Committee for the ensuing municipal year.

3 APOLOGIES

Apologies for absence were received from Councillors M Bates, D G Cronk, K Mills, D P Murphy and C D Zosseder.

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 held on 2 March 2022 were approved as a correct record for signing 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.

RESOLVED: 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, P D Jull

(B) Councillors D P Murphy (Chairman), M F Hibbert, M Bates

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

(D) Councillors N J Collor (Chairman), D G Beaney, S C Manion

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

The meeting ended at 9.18 am.

Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Monday, 28 February 2022 at 3.00 pm.

Present:

Sub-Committee:

Chairman: Councillor D Hannent

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

Officers:

Legal Adviser: Contentious and Regulatory Lawyer

Licensing Officers: Licensing Manager  
Licensing Enforcement Officer  
Administration Assistant

Administrator: Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/2022/0003V).

40 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors K Mills and C D Zosseder.

41 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Procedure Rule 4, Councillors D G Beaney and P M Brivio were appointed substitutes for Councillors C D Zosseder and K Mills respectively.

42 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

43 LICENSING ACT 2003 - APPLICATION TO VARY A PREMISES LICENCE AT OCEAN ROOMS, 32-36 QUEEN STREET, DEAL

The Sub-Committee considered an application for the variation of the current premises licence at Ocean Rooms, 32-36 Queen Street, Deal to: change the name of the premises to Blair's; change the licensable area to include the Pool Room on the first floor; remove part of the current licensable area; and remove/amend a number of the conditions of the premises licence (all as specified in the agenda papers).

The following documentary evidence and/or other information was taken into account by the Sub-Committee:

- (i) The Licensing Manager's report
- (ii) Application from Deal Leisure Ltd to vary the premises licence (appendix A of the report)

- (iii) Existing premises licence (appendix B of the report)
- (iv) Map of the area (appendix C of the report)
- (v) Representation from Paul Bone on behalf of Deal Town Council (appendix D of the report).

On the basis of the representations of the applicant, the Responsible Authority and Other Persons, the Sub-Committee found the following facts to be established.

- (i) The variation application was made by Deal Leisure Ltd and represented by Paul Blair at the hearing and sought to remove part of the licensable area (as shown on pages 28, 29 and 30 of Appendix A of the agenda), add the Pool Rooms on the first floor to the licensable area, change the name of the premises to Blair's, and remove/amend some of the conditions attached to the current premises licence (as shown on pages 17, 18 and 19 of Appendix A of the agenda).
- (ii) Representations from Paul Bone, on behalf of Deal Town Council (DTC), and Kent Police were received during the consultation process and cited the licensing objectives Prevention of Crime and Disorder and Public Safety in their objections.
- (iii) Deal Town Council, having cited the licensing objective Public Safety, objected to the removal of the ratio of door staff and instead, wanted a specific number of door staff to be specified in relation to the number of patrons on the premises. In addition, it commented that the taxi pick-up point should be limited to a period of 12 or 24 months only to allow the issues with the use of the Aldi (formerly Somerfield and Co-Op) car park to be resolved.
- (iv) Mr Blair had spoken to Mr Bone about Deal Town Council's concerns. DTC objected to the proposed taxi pick up point from outside of the premises however, Mr Blair advised that the Aldi car park was accessed via a back gate and that he had been advised that planning permission did not allow use of that car park. At this time, given use of the car park was not permitted, condition 9 of the original licence conditions was therefore unenforceable and should be removed.
- (v) Mr Blair did not want taxis to use the car park of his premises as he thought it was safer for patrons to enter taxis from the road – the premises car park was to the side of the building.
- (vi) Kent Police, citing the Prevention of Crime and Disorder, was concerned that details had not been provided to show how the two split level bars would be managed, how many SIA door staff would be present and the operating hours of those bars and door staff on duty. Kent Police asked for three SIA door staff at the venue from 22:00 hrs to prevent crime and disorder. They were concerned that on Thursday, Friday and Saturday there would be conflict if bar and pool room were both open at the same time
- (vii) Kent Police also sought clarification of the venue's capacity. A recent Temporary Event Notice advised that the venue was capable of hosting

350 persons in what would be known as 'Blair's Bar' (pages 28- 30 of Appendix A) and 100 persons in the Pool Rooms (page 27 of Appendix A). They were concerned that two door staff, with the addition of one more when the venue was at full capacity, was not adequate to uphold the licensing objective and prevent crime and disorder and that there was the potential for equipment, such as pool cues, balls and darts to be taken to the downstairs Blair's Bar and used as weapons. They also expressed concern at how the venue would get additional SIA staff at short notice.

- (viii) The Pool Room would be open from 16:00 hrs to 23:00 hrs and would operate by appointment only. The names and phone numbers of all patrons using the Pool Room would be taken prior to playing. The pool tables were not coin operated and thus all pool cues and balls were kept behind the bar and only extensions were kept out. The costs of a table was £4 per hour and all patrons had to come in past security. On a match night there would be 50 people using the room and users of the pool room did not invite guests – they would expect to play in a quiet room.
- (ix) The SIA door staff, and staff of the venue, were all able to communicate via radio link throughout the venue. There was CCTV throughout which was monitored by Mr Blair from opening until closing.
- (x) There was no back entrance and all patrons had to go past door staff to get to either area.
- (xi) Clarification was sought to establish the names of the rooms in the venue (Ocean Rooms) as the application was unclear. Mr Blair confirmed the following amendments and names of the rooms:
  - The smaller room that was the 'Academy' was to become 'Blair's' and located on the ground floor.
  - The former 'Rivals' room located on the ground floor was to become a children's soft play area and no longer be a licensed area.
  - The rooms formerly known 'Rivals', 'Channel Club' and 'Coast Bar' would all now become 'Blair's' and all located on the ground floor.
  - All rooms on the ground floor would be known as 'Blair's'.
  - The 'Pool Room' would be on the first floor and would be the only room on the first floor.
- (xii) It was decided that the reference to 'rooms' in Condition 23 on page 11 of the agenda should be changed to 'floors'.
- (xiii) There would be no children permitted on the premises after 21:00 hrs on either the ground or first floors. The soft play area would close at 18:00 hrs and there were no exits from the soft play area into other rooms.
- (xiv) Mr Blair advised that there would be tables and chairs and food was to be served during the day in the ground floor rooms, to be known as Blair's with all ages using it.



- (xv) There were four double door fire exits in what would be 'Blair's' and two in the Pool Room. The Fire Risk Assessment had been completed and up to date.
- (xvi) The premises was currently only open two days a week but Mr Blair was looking to open for longer hours and make the ground floor an all day venue for all ages.
- (xvii) The Sub-Committee considered the application in respect of Ocean Rooms and the application for an additional licensed area, and the removal, variation and amendments to some of the conditions on the current licence.
- (xviii) The Sub-Committee heard from Mr Blair, who was a founder member of Pubwatch and was experienced in the running of the premises and its clientele, and, on how he proposed to manage and operate the upstairs Pool Room in conjunction with the ground floor Blair's.
- (xix) The Sub-Committee had heard from Kent Police that it was generally a well-run establishment.
- (xx) It was established at the Hearing that the licensed areas were to be known as Blair's and Pool Room and that these could be identified as the ground floor being Blair's and the first floor being the Pool Room. The reference to 'The Academy' in the current licence, and all other previous names, should be removed and replaced with Blair's.
- (xxi) The Sub-Committee acknowledged a transfer application had been submitted to amend the name of the premises licence holder from Nightclub Deal Ltd to Deal Leisure Ltd prior to the variation application and that this should be issued after the Hearing for completeness.

In reaching its findings the Sub-Committee considered the following:

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

RESOLVED: (a) That the variation application in respect of Ocean Rooms, 32 – 36 Queen Street, Deal be GRANTED as follows:

- (i) To include the 'Pool Room' (highlighted in orange in the application papers) within the licensable area from 12:00 hrs to 23:00 hrs each day.
- (ii) That the room(s) previously known as The Academy on the ground floor will now be called 'Blair's'.
- (iii) That there will be 3 Security Industry Authority (SIA) door staff on duty from 21:00 hrs until 30 minutes after closing and that

the premises licence holder will be responsible for the placement of those staff within the premises.

- (iv) That there will be no children permitted on the premises after 21:00 hrs.
- (vi) That no children will be unaccompanied at any time on the premises.
- (vii) That the premises is defined as Blair's and Pool Rooms.
- (viii) That the following conditions on pages 10 and 11 of the Hearing agenda be removed or amended as follows:
  - Condition 4 – to be removed.
  - Condition 6 – to be removed.
  - Condition 7 – to be amended as follows

*'Upon entry and exit of the customers from Blair's, staff should ensure that at least one door at each lobbied entrance/exit remains closed at all times to prevent noise breakout.'*
  - Condition 9 – to be removed.
  - That the licensable activity for Wrestling/Boxing be removed from the licence and all conditions relating to it (specifically nos. 10,11,12,13,14,15,18,19,20 and 21 on the licence following the Variation Hearing [Boxing Events] on 13/2/12).
  - Condition 23 – to be amended as follows

*'A Personal Licence Holder must be present at the premises whenever the business opens both floors at the same time to the general public.'*
  - Condition 24 – to be amended as follows

*'Door supervisors shall be licensed by the SIA and shall be on duty on Thursday, Friday, Saturday and Sunday, with the exception of the club holding a private function and therefore, not open to the general public. There will be a minimum of 3 SIA door staff on duty from 21:00 hrs until 30 minutes after closing.'*
  - Condition 30 – to be retained.
  - Condition 1 of Minor Variation 12/9/13 – to be removed.

Any condition not sought to be varied or removed and not in the Licensing Manager's report will remain.

The meeting ended at 5.09 pm.

# Public Document Pack

Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Tuesday, 22 March 2022 at 10.00 am.

Present:

Sub-Committee:

Chairman: Councillor P D Jull

Councillors: D G Beaney (as substitute for Councillor T A Bond)  
P M Brivio (as substitute for Councillor D G Cronk)

Officers:

Legal Adviser: Principal Lawyer - Litigation and Regulatory

Licensing Officers: Licensing Manager  
Licensing Enforcement Officer  
Licensing Officer

Administrator: Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/2022/0004A(V3)).

44 ELECTION OF A CHAIRMAN

In the absence of the Chairman of the Sub-Committee, the Democratic Services Officer called for nominations for the Chairman. It was proposed by Councillor P M Brivio and duly seconded, and

RESOLVED: That Councillor P D Jull be elected as Chairman for the duration of the meeting.

45 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors T A Bond and D G Cronk.

46 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Council Procedure Rule 4, Councillors D G Beaney and P M Brivio were appointed substitutes for Councillors T A Bond and D G Cronk respectively.

47 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

48 LICENSING ACT 2003 - APPLICATION FOR THE GRANT OF A PREMISES LICENCE IN RESPECT OF BARFRESTONE COURT FARM, BARFRESTONE ROAD, BARFRESTONE, DOVER

The Sub-Committee considered an application for the grant of a premises licence in respect of Barfrestone Court Farm, Barfrestone Road, Barfrestone, Dover for the following

Live Music (indoors)

<u>New Year's Eve</u>	<u>23:00 – 02:00 hrs</u>
-----------------------	--------------------------

Recorded Music (indoors)

Every Day	23:00 – 00:00 hrs
New Year's Eve	23:00 – 02:00 hrs

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

Every Day	12:00 – 00:00 hrs
New Year's Eve	12:00 – 01:30 hrs

The following documentary evidence and/or other information was taken into account by the Sub-Committee:

- (i) The Licensing Manager's report including, the options available to the Sub-Committee.
- (ii) Application from Barfrestone Court Farms Ltd for the grant of a premises licence (appendix A of the agenda)
- (iii) Plan of the venue submitted by the applicants (appendix B of the agenda)
- (iv) Map of the area (appendix C of the agenda)
- (v) Representations from Other Persons (appendix D of the agenda)
- (vi) Various photographs of the venue and entrance and an email from Eythorne Parish Council submitted by Mr and Mrs Abbott and presented by Miranda Foad which were accepted by all parties present at the Hearing. It was however, noted that the Parish Council had not made a representation.

On the basis of the representations of the applicants, their representatives and other persons, the Sub-Committee found the following facts to be established:

- (i) The application from Barfrestone Court Farms Ltd, represented at the hearing by Douglas and Chelsea Ledger (owners) and Steven Harris (premises supervisor), was for the grant of a premises licence at Barfrestone Court Farm, a 2,800 square foot barn plus courtyard area and garden. The application sought to permit the serving of drinks at events, such as parties and weddings, to cater for campers staying on the site, and for on and off sales of alcohol for customers to consume away from the premises for example, in their own homes, every day from 12:00 – 00:00 hrs and New Year's Eve from 12:00 – 01:30 hrs. In addition, the applicant sought permission for Live Music (Indoors) on New Year's Eve from 23:00 – 02:00 hrs and Recorded Music (Indoors), every day from 23:00 – 00:00 hrs and New Year's Eve from 23:00 – 02:00 hrs.
- (ii) The premises was a working farm and had an existing area for campers and a licence for up to five caravans on the site. Private events, such as weddings, had previously taken place at the premises.

- (iii) During the consultation process sixteen representations objecting to the application were received from Other Persons and across the objections all four licensing objectives had been cited as being undermined. The Sub-Committee had regard to and gave equal weight to those written representations and those who presented their objections at the hearing.
- (iv) The Sub-Committee was advised by the Licensing Manager that Jennifer Wadley had intended to present her objection at the hearing but had since given her apologies. Having considered the report, and specifically paragraph 6.4, it was the view of Jennifer Wadley that there were no conditions that could overcome her objection and she would urge the Sub-Committee to reject the application.
- (v) There were no representations made by any of the Responsible Authorities. Discussions had taken place during the consultation process between the applicant, Kent Police and Environmental Health and resulted in the applicant amending the operating schedule to include some additional conditions and reduced hours for recorded music.
- (vi) The objectors raised concern that the peace and tranquillity enjoyed by residents of Barfreestone would be lost if the licence was to be granted. Representations were made stating that noise from the premises had disturbed residents during previous events and objectors' concerns were that more frequent events with regulated entertainment and large gatherings of people would increase the regulatory of disturbances for residents.
- (vii) Residents wanted to clarify why the applicants were wanting a licence rather than serving Temporary Event Notices. The applicants advised that this was to lessen the administrative burden.
- (viii) Representations were made that the barn would not be able to practically contain the noise generated by regulated entertainment, particularly when the north facing doors were open. The barn by its very nature was not soundproofed and had ventilation slats, concerns were expressed that during previous events the noise could be heard throughout Barfreestone.
- (ix) The claims by the applicant that the recorded music would be of a low level beyond 23:00 hrs were disputed on the grounds that the size of the barn would require a louder volume of music to be adequately heard by attendees at the events.
- (x) The premises was a large brick barn with heavy wooden doors at the north entrance that could not be easily opened and closed by one person and photographs of the barn and doors were shown to those present. It was the view of an objector that the condition regarding the opening and closing of the doors to prevent noise escaping during regulated entertainment was impractical due to their size and weight and that the condition could not be satisfied. There were also concerns that the doors represented a health and a safety concern in windy conditions.
- (xi) The applicant advised that the barn had two-foot-thick brick walls which would contain much of the noise generated by events. Although not a matter for the Licensing Sub-Committee it was stated that a noise survey would be conducted as part of the planning application for change of use, which was to be submitted shortly

- (xii) Representations were received in respect of a potential change of use for the premises in planning terms. The Regulatory Lawyer advised that this was not a matter for the Licensing Sub-Committee to consider and would need to be dealt with through the planning process.
- (xiii) There were a number of representations received relating to the environmental impact of events at the venue. These included the light pollution that would be caused by the installation of additional lighting at the premises and the impact on the local bird population through additional light and noise (the objectors were reminded of the licensing objectives). Concerns were also raised regarding the potential impact of litter generated by the venue and its guests entering and exiting the premises was also a concern.
- (xiv) It was stated that the lack of pavements in Barfrestone would represent a safety risk for those guests entering and exiting the premises on foot in the dark. The agricultural environment and pond were also safety risk concerns for those guests who had been consuming alcohol.
- (xv) In respect of concerns expressed over the increased traffic, blockages on the road, and where vehicles would park for events the applicant stated that there would be no parking on the roads. There were concerns expressed that there was not adequate provision for taxis to pick up and drop off guests at events. All parties were shown a map of the premises that set out the proposed parking provision, which included an overflow parking area if required.
- (xvi) The representations received in respect of silage were not relevant to the matter before the Licensing Sub-Committee. The applicants stated that the muck on the roads leading from the premises was caused by tractors and was not silage.
- (xvii) The Regulatory Lawyer advised in response to a question concerning whether a site visit had been conducted, that it was not usual for the Sub-Committee to attend any premises which had applied for a premises licence, not least because it was a public process and therefore the evidence and decision should be taken accordingly in the presence of all parties.
- (xviii) The Regulatory Lawyer stated for the avoidance of doubt that the planning and the licensing regimes were separate and distinct, and that the granting of a premises licence did not allow a business to operate in the absence of any relevant planning permissions and that it was a matter for the applicant to satisfy themselves of.
- (xix) The Sub-Committee had heard a number of concerns that included litter, lighting, parking and increased traffic in Barfrestone. A number of these concerns were considered to be speculative and under case law should be disregarded unless supported by previous facts as evidence. The applicant had set out their plans for parking and the annotated map shared at the hearing.
- (xx) The Sub-Committee noted all concerns regarding noise and those referenced to previous events, although not formally complained about. In this regard, the Sub-Committee noted the volunteered conditions in the agenda papers and would impose an amended condition with regard to the doors facing the courtyard which will be amended to

'During events the doors facing the courtyard (north facing) shall remain closed other than for access and egress from 9pm to mitigate noise escape.'

- (xxi) The Sub-Committee would accept all other conditions as proposed in the operating schedule and those proposed following discussions with Kent Police and Environmental Health and as shown at page 37 of the agenda.

In reaching its findings the Sub-Committee considered the following:

- (i) Dover District Council's Licensing Policy
- (ii) The Licensing Act 2003 and in particular the guidance given under Section 182 of the Act
- (iii) Article 6 of the Human Rights Act (Right to a fair trial)
- (iv) Section 17 of the Crime and Disorder Act 1998 (Duty to consider crime and disorder implications).

RESOLVED: That the application for a premises licence in respect of Barfrestone Court Farm, Barfrestone Road, Barfrestone, Dover be GRANTED as follows:

- (a) Live Music

New Year's Eve	23:00 – 02:00 hrs
----------------	-------------------

Recorded Music (indoors)

Every Day	23:00 – 00:00 hrs
New Year's Eve	23:00 – 02:00 hrs

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

Every Day	12:00 – 00:00 hrs
New Year's Eve	12:00 – 01:30 hrs

- (b) With the addition of all conditions offered in the operating schedule and those proposed at page 37 of the agenda with the following amendment to the condition regarding the north facing courtyard doors as follows

'During events the doors facing the courtyard (north facing) shall remain closed other than for access and egress from 21.00 hours to mitigate noise escape'.

The meeting ended at 12.00 pm.



# Public Document Pack

Minutes of the meeting of the **LICENSING SUB-COMMITTEE** held at the Council Offices, Whitfield on Monday, 27 June 2022 at 3.00 pm.

Present:

Sub-Committee:

Chairman: Councillor D Hannent

Councillors: N J Collor (as substitute for Councillor C D Zosseder)  
K Mills

Officers:

Legal Adviser: Principal Lawyer - Litigation and Regulatory

Licensing Officer: Licensing Manager  
Licensing Officer

Administrator: Democratic Services Officer

Persons attending in connection with the Hearing

As shown on the Notice of Determination (NOD/2022/0005A and NOD/2022/0006V).

1 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor C D Zosseder.

2 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that, in accordance with Council Procedure Rule 4, Councillor N J Collor was appointed substitute member for Councillor C D Zosseder.

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 WHITE MILLS WAKE AND AQUA PARK, ASH ROAD, SANDWICH

The Sub-Committee considered an application for the grant of a premises licence in respect of White Mills Wake and Aqua Park, Ash Road, Sandwich. The application was for:

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

Every Day	11:00 – 23:00 hrs
-----------	-------------------

The following documentary evidence and/or other information was taken into account by the Sub-Committee:

- (i) The Licensing Manager's report including, the options available to the Sub-Committee

- (ii) Application and plan from White Mills Wake and Aqua Park Limited for the grant of a premises licence (Appendix A of the agenda)
- (iii) Map of the area (Appendix B of the agenda)
- (iv) Representation from Other Persons (Appendix C of the agenda)

On the basis of the representations of the applicant, their representative and Other Person, the Sub-Committee found the following facts to be established.

- (i) The application from White Mills Wake and Aqua Park Limited, represented at the hearing by James Bird (owner and Designated Premises Supervisor) and Wayne Cooper (owner), was for the grant of a premises licence at White Mills Wake and Aqua Park, Ash Road, Sandwich. The application sought on and off sales of alcohol for customers every day from 11:00 – 23:00 hrs.
- (ii) The premises was a purpose-built wake and aqua park resort with a single storey café/restaurant. The applicant wished to provide wines, beers and cider alongside their food offering.
- (iii) During the consultation process one representation objecting to the application was received from Other Persons citing the licensing objective of 'Public Nuisance' as being undermined. The Sub-Committee had regard to the written representation. Richard George's written representation clarified he did not object to the licence application but the period of 11:00 – 23:00 hrs, he believed this should be 12 noon – 20:00 hrs.
- (iv) There were no representations made by any of the Responsible Authorities.
- (v) The applicant explained that proposals for the site had been through the planning regime and work had commenced on site in January this year. It was said the site was to be fun for all ages (6+) including opportunities for team building, parties, family and friends. On the lake there was a 5\* state of the art cable system and the site would also offer wake boarding. Due to open on 9 July 2022.
- (vi) The business would be managed by James Bird (also the Designated Premises Supervisor) and Wayne Cooper. Their wives and families would also be part of the business, with James Bird's wife being a personal licence holder. With regard to alcohol, staff would be fully trained (and record maintained, these would be available for inspection). It was stated the Challenge 25 was in place and no proof would mean no sale.
- (vii) The Sub-Committee heard that the aim was to be a popular venue for visitors to enjoy the park and restaurant and also for the business to contribute to the local economy. It was stated there was the potential for 40 covers in the restaurant and some additional covers outside although, this would be weather dependant. As to experience, those managing the business relayed some previous experience but acknowledged this was a bigger scale.
- (viii) It was stated this venue was not intended to be a public house, this was a venue for families and visitors and the business hoped to be able to offer a meal complemented with alcohol to provide a complete service for their customers. It was hoped that the people who would come to the

café/restaurant might be for example, cyclists or those who were watching participants of the various activities as well as the participants themselves.

- (ix) It was said that the average time for activities to finish in the summer months was approximately 21:00 hrs therefore that was why the application for a premises licence was requested until 23:00 hrs so that their visitors could relax and enjoy their meal and alcohol after their activity. The Sub-Committee sought the applicant's view as to licensable hours being from 12 noon, this was agreeable with the applicant.
- (x) The Licensing Sub-Committee was told about the policies that would be in place to promote the licensing objectives and how particularly, in light of the representation, dispersal would be managed. It was said that staff would ensure that visitors leave the premises quietly. CCTV had been installed both at the counter and externally and there would be signs being displayed to remind people to leave quietly. It was explained that the business had a dispersal policy ready to be put in place and this would cover factors such as: customers leaving responsibly with staff presence, having last orders, managing large groups and ensuring they do not leave together, reminding people to leave quietly and also meeting with local residents and businesses. The applicant expressed that they want to be part of the local community for all to enjoy.
- (xi) It was queried with the applicant how large groups would be managed. The applicant stated that staff would be outside to manage dispersal.

In reaching its findings the Sub-Committee had taken into account the following:

- (i) Dover District Council's Licensing Policy
- (ii) The Licensing Act 2003 and in particular the guidance given under Section 182 of the Act
- (iii) Article 6 of the Human Rights Act (Right to a fair trial)
- (iv) Section 17 of the Crime and Disorder Act 1998 (Duty to consider crime and disorder implications)

RESOLVED: That the application for a premises licence in respect of White Mills Wake and Aqua Park, Ash Road, Sandwich be GRANTED as follows:

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

Every Day	12:00 – 23:00 hrs
-----------	-------------------

- (ii) The operating schedule at pages 29 – 30 and 37 – 40 is accepted by the Sub-Committee.

5 LICENSING ACT 2003 - APPLICATION TO VARY A PREMISES LICENCE AT SARACEN'S HEAD, 1 ALFRED SQUARE, DEAL

The Sub-Committee considered an application for the variation of a premises licence in respect of Saracen's Head, 1 Alfred Square, Deal CT14 6LS. The application was for removal of the following conditions set out in Annex 3 of premises licence LN/000001147:

- (i) Regulated entertainment in the form of musical events, be limited to a terminal hour of 24:00 hrs.
- (ii) The number of regulated entertainment events, in the form of musical events, shall be limited to a maximum of 6 per year.
- (iii) The Designated Premises Supervisor shall control the breakout of music such that during musical events, noise shall be inaudible at the façade of the nearest residential property.
- (iv) NO PERFORMANCE OF DANCE SHALL BE PERMITTED AT THE PREMISES.

It was noted that the applicant was not seeking to amend any of the times for the licensable activities on the current licence.

The following documentary evidence and/or other information was taken into account by the Sub-Committee:

- (i) The Licensing Manager's report including, the options available to the Sub-Committee
- (ii) The application to vary the premises licence (Appendix A of the agenda)
- (iii) The existing premises licence (Appendix B of the agenda)
- (iv) Map of the area (Appendix C of the agenda)
- (v) Correspondence between the applicant and Environmental Health (Appendix D of the agenda)
- (vi) Correspondence between the applicant and Kent Police (Appendix E of the agenda)
- (vii) Representations (Appendix F of the agenda)
- (viii) Representation from the applicant (Appendix G of the agenda)

On the basis of the representations of the applicant, their representative and other persons, the Sub-Committee found the following facts to be established.

- (i) The variation application was made by Shepherd Neame Limited, represented by Andrew Davidson at the hearing. The application sought to remove the conditions as set out in Annex 3 of the premises licence. It was stated that the applicant wished all other existing provisions and times to remain as they were currently, including, no amendment to the times for the licensable activities on the current licence. The conditions currently in Annex 3 of the licence were applied in 2005 before the deregulation measures of the Live Music Act 2012.

- (ii) During the consultation process Environmental Health objected to the variation application as had been submitted but stated their objection could be removed if the applicant accepted that “the DPS will ensure that during regulated entertainment events no nuisance will be caused to nearby residents” and further that “prominent, clear and legible notices are to be displayed on all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly”. The “no nuisance” wording was accepted by the applicant. With regard to signage, this was already provided for in Annex 2 of the premises licence. No representation was received from Environmental Health.
- (iii) During the consultation process Kent Police confirmed they had no objection to the variation for the Saracens Head subject to adding a condition around CCTV being installed at the venue. The applicant agreed to add a condition that “CCTV will be in operation with the ability to record for 28 days and that staff will be trained in how to use it”. No representation was received from Kent Police.
- (iv) Nine objections were received from other persons, all citing the licensing objective of public nuisance. The Sub-Committee had regard to and gave equal weight to those written representations and those presented at the hearing.
- (v) With respect to the written representations the concerns included: removing the maximum of six regulated entertainment events, in the form of musical events, per year; that having no limit on these events would result in the music events and dispersal having a negative impact on the local residents; there were concerns that customers leaving the premises slam car doors, talk loudly to each other and that there is often a parking problem which would be exacerbated by increased events; smokers congregating in the street and singing along; and that this was a residential square with Grade II listed properties which were unable to have double glazing therefore could not mitigate against the noise.
- (vi) Mr Shirley, supported by Mr Ambrose, attended the hearing and told the Sub-Committee that he shared a part wall with the licensed premises and there was no sound proofing in place. He stated that all four sides of the licensed premises were surrounded by residential properties, the pub was in the corner of the square and when there was a noise breakout it was contained within the square. Mr Shirley stated that the licensed premises was in a poor state of repair despite previous landlords’ efforts. In the past four years there had been three tenants.
- (vii) Mr Shirley expressed his concern that no restriction on the number of musical events, up to midnight, would have a negative impact on the neighbours. He further stated that the buildings were single glazed and there was only a single brick wall between the licensed premises and Mr Shirley’s property meaning the music transmits into his property including, vibrating through the floorboards. Mr Shirley said the music could be heard throughout his whole property. Mr Shirley explained the limits in respect of changes that could be made to the Grade II listed properties.
- (viii) Mr Shirley further told the Sub-Committee that the licensed premises had no air conditioning and was vented by propping open the doors and windows and

that there was no noise limiting equipment in the licensed premises adding to the problem.

- (ix) It was Mr Shirley's view that with young children and elderly residents in the area it was detrimental to have no limit on the number of music events. Mr Shirley expressed he was disappointed with the Environmental Health position, he felt the current wording provided a clear way to complain and for the nuisance to be measured.
- (x) Attendees were reminded that following the deregulation changes, conditions already imposed would continue for regulated entertainment but were suspended for the times of deregulation. Conditions promoting the licensing objectives could only be imposed for the deregulated period by way of review.
- (xi) With regard to the Shepherd Neame letter, Mr Shirley stated that some of the licensees had been more considerate than others however, he felt the residents needed protection from future landlords. Mr Shirley stated he had previously complained to Environmental Health and was also told to complain to the Police. Mr Shirley felt the letter did not reflect efforts to liaise directly with Shepherd Neame. He concluded his representation by saying that whilst he wished the new landlord well he felt it was unfair to ask local residents to not be protected.
- (xii) In response to the objections Mr Davidson, the current Designated Premises Supervisor, on behalf of the applicant stated that it was not intended for the licensed premises to be developed as a music venue but they wanted the option to be able to have musical events.
- (xiii) Mr Davidson said that the Designated Premises Supervisor would soon be transferring to the new licensee.
- (xiv) CCTV was already in place but the applicant was willing to comply with the Kent Police request.
- (xv) Mr Davidson stated in respect of the Environmental Health agreed wording the applicant felt the revision would assist in the condition not being vague and unmeasurable.
- (xvi) The applicant stated that those who had made representations seemed to have misunderstood the variation application. It was the applicant's intention to only have music events which finish at 23:00 hrs, within the deregulated provisions. It was said to be an oversight not to seek amendment to the current licence which currently permits regulated entertainment until midnight and that this could be amended.
- (xvii) The applicant informed the Sub-Committee that the residents applied for the Saracen's Head to be an asset of community value and that the new licensee needed to be able to develop the business including, music.
- (xviii) The applicant stated there was no viable means of sound proofing the property because the cost would be upwards of £200,000 with no guarantee that it would work.
- (xix) Regarding complaints, the Licensing Manager was able to assist confirming that diaries were sent out in December 2021 but not returned, that there had

been two occasions of complaints regarding patrons being noisy but when officers reviewed those, the complaints did not go beyond the terminal hour, and there had been no out of hours call out the previous weekend.

- (xx) Mr Shirley clarified, for his part, that he did not return the diary because the previous landlord left the licensed premises and he wanted to give the new landlord an opportunity to settle in. It was stated that the previous tenant had come to his property but no progress regarding the noise complaint had been made, so now all matters would be reported.

In reaching its findings the Sub-Committee considered the following:

- (i) Dover District Council's Licensing Policy
- (ii) The Licensing Act 2003 and in particular the guidance given under Section 182 of the Act
- (iii) Article 6 of the Human Right Act (Right to a fair trial)
- (iv) Section 17 of the Crime and Disorder act 1998 (Duty to consider crime and disorder implications).

RESOLVED: (a) That the application for the variation of a premises licence in respect of Saracen's Head, 1 Alfred Square, Deal CT14 6LS be GRANTED as follows:

- (i) Annex 3 (i) removed

1. The Sub-Committee made the observation that at:

- Page 71 of the agenda the times for carrying out the licensable activity: "indoors, indoor sports events, recorded music, live music, facilities for making music" be amended to 10:00 – 23:00 hours, falling within deregulation.
- Page 72 of the agenda, the non-standard hours, discos and karaoke will cease at 23:00 hours.

- (ii) Annex 3 (ii) removed.

- (iii) Annex 3 (iii) removed

1. The Sub-Committee was disappointed that the applicant is not investing in the premises and was told that they are not fully engaging with residents who have reported their concerns directly to them. However, in light of the reduction of hours as set out there is no regulated entertainment (subject to all the deregulation requirements being satisfied) for which the Sub-Committee could impose conditions. With regard to deregulation, it is a matter of statute that conditions can only be imposed (where relevant to the licensing objectives) under the review process. In this regard if there are issues these should be reported to

the Licensing Team and the Out of Hours Team as appropriate.

- (iv) Annex 3 (iv) removed.
- (v) The other Environmental Health observation regarding signage is already provided for in Annex 2.
- (vi) The CCTV condition agreed between the applicant and Kent Police is accepted by the Sub-Committee.
- (vii) Any other condition not sought to be varied or removed, not contained in the Licensing Manager's report and not expressed in this decision will remain.
- (viii) The Sub-Committee trusts that efforts will be made by the applicant in respect of the concerns that have been raised but in any event the review process is available for matters arising in connection with one or more of the four licensing objectives.

The meeting ended at 4.58 pm.



---

<b>Subject:</b>	<b>FEES AND CHARGES 2023/24</b>
<b>Meeting and Date:</b>	<b>Licensing Committee – 19 October 2022</b> <b>Cabinet (for information) – 16 January 2023 (part of larger report)</b>
<b>Report of:</b>	<b>Diane Croucher, Head of Regulatory Services</b>
<b>Decision Type:</b>	<b>Non- Executive</b>
<b>Classification:</b>	<b>Unrestricted</b>

---

**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 2023/24. These revised F&Cs will be included in the budget estimates for 2023/24.

---

- Recommendation:**
1. The Licensing Committee approve the Fees and Charges for 2023/24 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 with the Portfolio Holder for Transport, Licensing and Regulatory Services 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 2023/24.

## 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 19 October 2022 of all F&Cs to be set by the Licensing Committee.
- Regulatory Committee – Report to meeting on 22 November 2022 of all F&Cs to be set by the Regulatory Committee.
- Planning Committee – Report (for information) to the meeting on 17 November 2022 of all F&Cs relevant to the Planning Committee.
- Cabinet – Report to the meeting on 16 January 2023 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.

#### 2022/23 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.

### 2023/24 Proposed Charge Inc VAT

This is the recommended charge for 2023/24 and will, subject to Members' approval, be included in the 2022/23 budget.

### 2023/24 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.

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. Climate Change and Environmental Implications**

- 6.1 There are no climate change implications.

## **7. Corporate Implications**

- 7.1 Comment from the Strategic Director of Corporate Services (linked to the MTFP):
- 7.2 Comment from the Solicitor to the Council:
- 7.3 Comment from the Equalities Officer:

8. **Appendices**

Appendix 1 – Fees and Charges checklist

Appendix 3 – Schedule of recommended F&Cs

Contact Officers: Rebecca Pordage, Licensing Manager (ext. 42079) and  
Shane Kempster, Systems Reconciliation Officer

**Fees and Charges Checklist****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?

**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.

Ensure that you consider the potential climate change and environmental issues and where necessary consider and document any issues and mitigation.

**Comparison with other providers**

Is there a complete picture of competition and providers of similar services – including other Local Authorities?

**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?

**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?

**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?

**Corporate Income Policy**

Please ensure you adhere to the main principals of the Corporate Income Policy when setting your fees and charges.

**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?

**Customer Access Review**

Consider whether the CAR for your service includes any issues for specific fees.

Detail	Narrative	Set by Govt ? Y/N	2022/23	2022/23	2022/23	2022/23	2023/24	2023/24	2023/24	2023/24	2023/24	Total Expected Income ex VAT	Fee % Change	Reasons for Change in Charges and/or Income
			Approved Charges inc VAT	Units	Comments	Vatable Y/N	Total Expected Income ex VAT	Proposed Charges inc VAT (where applicable)	Units	Comments				
<b>Licensing - M. Davis - O. Croucher - Cllr Bates</b>														
1	Personal Licences	Grant or Renewal	Y	£37			N	£3,700	£37			£3,700	0%	
2	Personal Licences	Change of Name or Address	Y	£10.50			N	£105.00	£10.50			£105.00	0%	
3	Personal Licences	Theft, Loss etc.	Y	£10.50			N	£105.00	£10.50			£105.00	0%	
4	Premises & Club Licences	Theft, Loss etc.	Y	£10.50			N	£21.00	£10.50			£21.00	0%	
5	Premises & Club Licences	Change of Name or Address	Y	£10.50			N	£52.50	£10.50			£52.50	0%	
6	Premises & Club Licences	Change of Club Rules	Y	£10.50			N	£0	£10.50			£0	0%	
7	Premises & Club Licences	Vary DPS	Y	£23			N	£1,495	£23			£1,495	0%	
8	Premises & Club Licences	Transfer Licence	Y	£23			N	£621	£23			£621	0%	
9	Premises & Club Licences	Interim Authority	Y	£23			N	£0	£23			£0	0%	
10	Premises & Club Licences	Notification Interest	Y	£21			N	£0	£21			£0	0%	
11	Premises & Club Licences	Provisional Statement	Y	£315			N	£0	£315			£0	0%	
12	Premises & Club Licences	Minor Variation	Y	£89			N	£534	£89			£534	0%	
13	Premises & Club Licences	New Application & Variation NDR Band A	Y	£100			N	£500	£100			£500	0%	
14	Premises & Club Licences	New Application & Variation NDR Band B	Y	£190			N	£2,850	£190			£2,850	0%	
15	Premises & Club Licences	New Application & Variation NDR Band C	Y	£315			N	£315	£315			£315	0%	
16	Premises & Club Licences	New Application & Variation NDR Band D	Y	£450			N	£0	£450			£0	0%	
17	Premises & Club Licences	New Application & Variation NDR Band E	Y	£635			N	£0	£635			£0	0%	
18	Premises & Club Licences	Annual Fee NDR Band A	Y	£70			N	£4,900	£70			£4,900	0%	
19	Premises & Club Licences	Annual Fee NDR Band B	Y	£180			N	£53,460	£180			£53,460	0%	
20	Premises & Club Licences	Annual Fee NDR Band C	Y	£295			N	£11,800	£295			£11,800	0%	
21	Premises & Club Licences	Annual Fee NDR Band D	Y	£320			N	£2,240	£320			£2,240	0%	
22	Premises & Club Licences	Annual Fee NDR Band E	Y	£350			N	£8,750	£350			£8,750	0%	
23	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 5,000 to 9,999	Y	£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	Y	£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	Y	£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	Y	£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	Y	£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	Y	£24,000			N	£0	£24,000			£0	0%	
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	£8,925	£21			£8,925	0%	
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 2023/2024

				2022/23	2022/23		2022/23	2023/24	2023/24	2023/24		
	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
<b>Licensing - M. Davis - D. Croucher - Cllr Bates</b>												
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		£2,850	0%	Additional licence issued
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	£5,175	£575		£2,875	0%	Licences surrendered
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%	
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%	

Fees and Charges 2023/2024

				2022/23	2022/23		2022/23	2023/24	2023/24	2023/24		
	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
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		£725	0%	Licences surrendered
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	£5,700	£950		£5,700	0%	
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%	
93	Adult Gaming Centre	Notification of Change	N	£50		N	£0	£50		£0	0%	
94	New Small Casino	Licence Application	N	£8,000		N	£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%	



Fees and Charges 2023/2024

				2022/23	2022/23		2022/23	2023/24	2023/24	2023/24		
	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
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%	
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%	

Fees and Charges 2023/2024

				2022/23	2022/23		2022/23	2023/24	2023/24	2023/24		
	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
124	Alcohol Licences Premises	Permit Annual Fee (3+ Machines)	Y	£50		N	£200	£50		£200	0%	
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		£600	0%	2 due for renewal in 2023/24
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		£150	0%	Additional licences issued
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	£250	£50		£100	0%	Licences surrendered
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%	
139	Provision of Gambling	Notification of Change	Y	£0		N	£0	£0		£0	0%	