

## **RECORD OF DECISION**

### **LICENSING SUB-COMMITTEE**

**DATE OF HEARING: WEDNESDAY, 29 APRIL 2026**

**MEMBERS: Councillors B S Banks, M L Beuttell and N Wells (Chair)**

**APPLICATION CONSIDERED: Small Events Post 23:00 Licence - Abbots Ripton Hall, Hall Lane, Abbots Ripton, Huntingdon, PE29 2PQ**

#### **We heard representations from the following persons:**

The Applicant – Mr Fellowes - Applicant Representative  
Mr Luke Elford – Solicitor for the Applicant

Interested Party – Mr Kevin Mills, Abbots Ripton Parish Council (written representation within the agenda pack)

#### **We found the following facts:**

- Applicant has met all the safety and licensing requirements and agreed additional conditions with the responsible authorities.
- The applicant has extensive licensing experience which has been well managed.

#### **In making our decision we considered the following:**

- ❖ Statutory provisions referred to in the report
- ❖ Statutory Guidance referred to in the report
- ❖ Huntingdonshire District Council's Statement of Licensing Policy
- ❖ Licensing Officer's Report
- ❖ Advice from the District Council's Legal Representative
- ❖ Submission from the Applicant
- ❖ Representations from those listed above
- ❖ Written representations from those not present at the hearing
- ❖ Suggested amendments from the Applicant
- ❖ Responses to questions asked by Members and those attending the hearing.

#### **We did not consider the following matters to be relevant:**

N/a

**Our decision is as follows:**

The Committee resolved to GRANT the license:

a. The performance of PLAYS - Indoors and outdoors

i. Monday to Wednesday 10:00 - 23:00

ii. Thursday 10:00 - 00:00

iii. Friday to Sunday 00:00 - 00:00

b. The showing of FILMS - Indoors and Outdoors

i. Monday to Wednesday 10:00 - 23:00

ii. Thursday 10:00 - 00:00

iii. Friday to Sunday 00:00 - 00:00

c. Performance of LIVE MUSIC - Indoors and Outdoors

i. Monday to Wednesday 10:00 - 23:00

ii. Thursday 10:00 - 00:00

iii. Friday to Sunday 00:00 - 00:00

d. Performance of RECORDED MUSIC - indoors and Outdoors

i. Monday to Wednesday 10:00 - 23:00

ii. Thursday 10:00 - 00:00

iii. Friday to Sunday 00:00 - 00:00

e. Performance of DANCE - Indoors and outdoors

i. Monday to Wednesday 10:00 - 23:00

ii. Thursday 10:00 - 00:00

iii. Friday to Sunday - 00:00 - 00:00

f. Anything of a similar description to that falling within c. d ore

i. Monday to Wednesday 10:00 - 23:00

ii. Thursday 10:00 - 00:00

iii. Friday to Sunday 00:00 - 00:00

g. Provision of LATE-NIGHT REFRESHMENT - Indoors and Outdoors

i. Thursday to Sunday 23:00 - 05:00

h. Supply of ALCOHOL - for consumption ON and OFF the premises

i. Monday to Wednesday 10:00 - 23:00

ii. Thursday 10:00 - 00:00

iii. Friday to Sunday 00:00 - 00:00 With the following conditions:

1. The number of persons accommodated on site for events shall not exceed 4999 (including staff).

2. For each event taking place at the Premises, an EMP shall be produced.

The EMP shall include (as a minimum):

a. A detailed site plan showing the locations of bars and entertainment areas.

b. Any noise management plan. and noise mitigation measures of the event. This shall include:

- i. The locations and directions of sound systems
    - ii. The maximum sound energy output of the sound systems and any other noise generating equipment
    - iii. Details of noise attenuation measures
    - iv. The locations of noise monitoring points (if any)
    - v. The procedures for ensuring that noise control levels set at noise sensitive locations are complied with
  - c. The details of any appointed acoustic consultant for the event.
  - d. A schedule of entertainment to be provided at the event.
  - e. Details of the security and stewarding arrangements, on a risk assessed basis, for the event.
  - f. Lifeguarding and first aid arrangements for the event.
  - g. The locations of any safety equipment for the event.
3. So far as reasonably practicable, all events shall be run in accordance with the relevant EMP.
4. Where an event includes the provision of any Licensable Activity after 23:00 the Premises Licence Holder shall give notice of the event date(s) at least 90 days prior to the event to the Licensing Authority and Safety Advisory Group. Notification shall include a draft copy of the EMP.
5. Where an event includes the provision of any Licensable Activity after 23:00 the Premises Licence Holder shall submit a final version of the EMP at least 28 days before the event to the Licensing Authority and Safety Advisory Group.
6. Any Licensable Activities provided between 23:00 and 10:00 the following morning under the authority of this Premises Licence shall only take place in the area edged green on the Licensing Plan.
7. Where an event does not include the provision of any Licensable Activity after 23:00 the Premises Licence Holder shall give notice of the event date(s) at least 30 days prior to the event to the Licensing Authority and Safety Advisory Group.
8. Where an event does not include the provision of any Licensable Activity after 23:00 the Licensing Authority and the Safety Advisory Group may request a copy of the EMP and a final version of the EMP to be submitted to the Licensing Authority and Safety Advisory Group at least 7 days before the event.
9. The Premises Licence Holder will maintain a written risk assessment (which may be electronic) covering the provision of SIA licensed personnel and stewarding to enable the safe control of events taking place at the Premises. The risk assessment shall be reviewed regularly or upon the request of the Responsible Authorities. A copy of the risk assessment shall be available for inspection by Responsible Authority Officers upon request.
10. Where SIA are employed at an event, the Premises Licence Holder shall maintain a record (which may be electronic) of the SIA employed that records the following:
  - a. Full name
  - b. SIA Badge Number

c. Contact details - phone or email address

These records shall be kept for a period of 12 months from date of deployment and made available to Responsible Authority Officers upon request.

11. The Premises Licence Holder shall ensure that any persons selling alcohol at events have undergone training in:
- a. Their responsibilities under the Licensing Act 2003
  - b. The Premises' age verification policy and suitable forms of ID
  - c. Recognising signs of drunkenness
  - d. Refusing service
  - e. Safeguarding
  - f. Recognising signs of spiking
  - g. Violence against women and girls

Records of such training (which may be electronic) shall be kept for at least 12 months from the delivery of the training. Refresher training shall be provided at least once per calendar year. Training records shall be available for inspection by Responsible Authority Officers upon request.

12. The Premises Licence Holder shall maintain a record (which may be electronic) of all persons that are authorised to sell alcohol at each event under the authority of the Designated Premises Supervisor. These records shall be kept for at least 12 months from the last date of the event and shall be available for inspection by Responsible Authority Officers upon request.

13. The Premises Licence Holder shall ensure that a refusals register (which may be electronic) is provided at each location where alcohol is sold. The register shall be kept for a period of at least 12 months from the last date of the event and shall be available for inspection by Responsible Authority Officers upon request.

14. The Premises Licence Holder shall ensure that an incident log (which may be electronic) is kept at the Premises and used to record the following:
- a. all crimes reported to the Premises
  - b. any ejections from the Premises
  - c. any complaints received concerning crime and disorder
  - d. any incidents of disorder
  - e. any seizures of drugs or weapons
  - f. any visit by a Responsible Authority or Emergency Service

The incident log is to be completed within 24 hours of a matter in a-f above becoming known to the Premises and will record the name of the person making the record. Logs shall be kept for a period of at least 12 months from the date on which the log was made and shall be available for inspection by Responsible Authority Officers upon request.

15. The Premises Licence holder will maintain a written risk assessment (which may be electronic) covering the use of glassware at the Premises. The risk assessment shall be reviewed regularly or upon the request of the Responsible Authorities. A copy of the risk assessment shall be available for inspection by Responsible Authority Officers upon request.

16. A copy of the Premises Licence will be kept at each stage and at each bar during any event. A further copy of the Premises Licence will be kept in the event office.
17. A copy of the Premises Licence Summary will be displayed at each state and at each bar during any event.
18. The Premises shall operate a Challenge 25 policy at all events where the only acceptable forms of ID shall be recognised photo ID such as passports or driving licences, or recognised proof of age cards bearing the PASS logo.
19. The Premises Licence Holder shall maintain a hotline number for all events taking place at the Premises.
20. The hotline number shall be provided to the Licensing Authority and displayed on any social media or communications regarding events.
21. The Premises Licence Holder shall keep a log (which may be electronic) of all calls received by the hotline number, including the name of the caller (if given) and a brief description of the issue. The log shall be kept at Premises and made available to Responsible Authority Officers on request.
22. The Premises Licence Holder shall maintain a hotline email address for all events taking place at the Premises.
23. The hotline email address shall be provided to the Licensing Authority and displayed on any social media or communications regarding events.
24. The Premises Licence Holder shall keep a log (which may be electronic) of all emails received by the hotline email address, including the name of the sender (if given) and a brief description of the issue. The log shall be kept at the Premises and made available to Responsible Authority Officers on request.
25. The logs for both the hotline number and hotline email address shall be kept for a period of 12 months from the date of call or email before they may be discarded.
26. Off-Sales of alcohol shall only be permitted at events that include a retail function.
27. There shall be no Off-Sales of alcohol after 21:00 each day.
28. Off-sales of alcohol shall be in sealed containers only and shall not be permitted to be consumed on the Premises.
29. The conditions and stipulations of this Premises Licence shall be incorporated into event agreements and contracts.
30. Persons suitably qualified to lifeguard open water will be on duty at the Premises at appropriate points and times in accordance with the EMP.
31. For any event where Live or Recorded Music is provided after 23:00, the music noise level when measured over a 15 minute period (LAeq 15min) shall

not exceed the representative background noise level (L90 without entertainment noise) by more than 5dB at 1 metre from the facade of any noise sensitive property.

32. For any event where Live or Recorded Music is provided after 23:00, the music noise level when measured over a 15-minute period (LAeq 15min) shall not exceed the representative background noise level (L90 without entertainment noise) by more than 5dB in any third octave band between 40Hz and 160Hz.
33. For any event where Live or Recorded Music are provided after 23:00, the Premises Licence Holder will advertise the hotline number and hotline email address at a suitable location/locations at least 14 days before the event in:
  - a. Abbots Ripton
  - b. Kings Ripton
  - c. Woodwalton
  - d. Wennington
  - e. Broughton
  - f. Little Raveley
  - g. Great Raveley
34. Music noise levels measured over a 15-minute period (LAeq 15min) shall not exceed 50db(A) at the facade of any noise sensitive premises.
35. The music noise levels measured over a 15 minute period (LAeq 15 min) at one metre from the facade of any noise sensitive premises will not exceed 50dB (A) for the duration of each event.
36. Between 23:00 and 04:00, the levels at any relevant mixer positions will be controlled such that at one metre from the facade of any noise sensitive premises, including noise sensitive premises in the villages of Abbots Ripton, Kings Ripton, Woodwalton, Alconbury Weald, Wennington, Broughton, Little Raveley, and Great Raveley will not exceed 47dB (LAeq 15 min). The 63Hz and 125Hz octave band levels, measured over a period of 15 minutes (LAeq 15 min) will not exceed 62dB and 53dB respectively at one metre from the facade of any noise sensitive premises.
37. Noise propagation tests shall be carried out at least 24 hours prior to the start of the event to set appropriate control levels.
38. A sound engineer shall be on site when music is being provided. They will have the capability and authority to override all sound systems on site to ensure that residents are not disturbed.
39. Three noise monitoring devices will be installed by the acoustic consultant for the duration of each event and monitored continuously by the acoustic consultant. Each device will be UKAS calibrated and shall be located with the agreement of the Licensing Authority in as follows:
  - a. One in Abbots Ripton
  - b. One in Wennington
  - c. One in Kings RiptonThe requirement for noise monitoring devices may be varied based on written agreement between the Premises Licence Holder and an authorised officer of the Environmental Health Team.

40. Licensable activities only to be held in Jackdaws Field during the period 23.00hrs until 10.00hrs.

**Our reasons for reaching the decision are as follows:**

The applicant has met all the safety and licensing requirements and agreed additional conditions and has addressed concerns over licensing hours and noise. The Committee are also satisfied that the granting of the license will not have an adverse effect on the Area.

**Date:** 1 May 2026

**PLEASE NOTE**

You have a right of appeal to the Magistrates Court against the decision above. You MUST lodge any appeal with the Magistrates Court within 21 days from the date of this decision.

The address of the Magistrates Court is:-  
Peterborough, Huntingdon and Fenland Magistrates Court  
Bridge Street  
Peterborough  
PE1 1ED