

NOTICE IS HEREBY GIVEN that a hearing of the **LICENSING SUB-COMMITTEE** will be held in the **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **TUESDAY, 30 JULY 2019** at **2:00 PM** and you are requested to attend for the transaction of the following business:-

A G E N D A

ITEM LED BY

APOLOGIES

1. ELECTION OF CHAIRMAN	
2. MEMBERS INTERESTS To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item. Please see Notes below.	Chairman.
3. INTRODUCTION	Chairman.
4. LICENSING SUB COMMITTEE PROCEDURE (Pages 5 - 10)	Chairman.
5. APPLICATION (Pages 11 - 34) To consider an application for a Temporary Events Notice under Section 105 (2) (a) of the Licensing Act 2003 made by the following:- Applicant: Mr K Eaton, Assistant Manager, Dolphin Hotel Premises: The Dolphin Hotel, London Road, St Ives PE27 5EP <i>(A copy of the application and representations received are attached).</i>	Licensing 387063
6. EXCLUSION OF PRESS AND PUBLIC To resolve:- to exclude the press and public from the hearing during the determination of the application.	

<p>7. DETERMINATION</p> <p>To determine the application referred to in Agenda Item 5.</p>	<p>Chairman</p>
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Dated this 23rd day of July 2019



Head of Paid Service

Notes

1. Disclosable Pecuniary Interests

(1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*

(2) *A Member has a disclosable pecuniary interest if it -*

- (a) relates to you, or*
- (b) is an interest of -*

- (i) your spouse or civil partner; or*
- (ii) a person with whom you are living as husband and wife; or*
- (iii) a person with whom you are living as if you were civil partners*

and you are aware that the other person has the interest.

(3) *Disclosable pecuniary interests includes -*

- (a) any employment or profession carried out for profit or gain;*
- (b) any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);*
- (c) any current contracts with the Council;*
- (d) any beneficial interest in land/property within the Council's area;*
- (e) any licence for a month or longer to occupy land in the Council's area;*
- (f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or*
- (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.*

Other Interests

(4) *If a Member has a non-disclosable pecuniary interest or a non-pecuniary interest then you are required to declare that interest, but may remain to discuss and vote.*

(5) *A Member has a non-disclosable pecuniary interest or a non-pecuniary interest where -*

- (a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or*

(b) it relates to or is likely to affect any of the descriptions referred to above, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association

and that interest is not a disclosable pecuniary interest.

2. Filming, Photography and Recording at Council Meetings

The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and available via the following link - [filming,photography-and-recording-at-council-meetings.pdf](#) or on request from the Democratic Services Team. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chairman of the meeting will facilitate this preference by ensuring that any such request not to be recorded is respected.

Please contact Democratic Services, Tel No. 01480 388169/e email: Democratic.Services@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Sub-Committee.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (under Councils and Democracy).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Elections & Democratic Services Manager and we will try to accommodate your needs.

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

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HUNTINGDONSHIRE DISTRICT COUNCIL

LICENSING SUB-COMMITTEE PROCEDURE

1. Introduction

- 1.1 The following proceedings apply to the licensing sub-committees established by the Licensing Committee of the Huntingdonshire District Council acting as the Licensing Authority.

2. Membership

- 2.1 Each licensing sub-committee shall comprise three Members appointed by the Licensing Committee from amongst its membership. A sub-committee shall elect a Chairman from amongst its members at each meeting, for the purpose of that hearing or meeting.
- 2.2 The quorum for hearings and meetings of a sub-committee shall be three members.
- 2.3 Members shall endeavour to be present throughout an individual hearing by a sub-committee. If a member of a sub-committee is required to leave a hearing temporarily, the Chairman shall adjourn the hearing for the duration of the period whilst that member is unavailable. Any member who is absent from a hearing for any reason whilst that hearing is taking place shall be precluded from commencing or continuing to take part in the matter under debate upon his arrival/return and from voting upon the matter at the conclusion of that item of business.
- 2.4 Where the Sub-Committee undertakes a site visit prior to a hearing, a member shall be precluded from taking part in the hearing if he has not attended that site visit.
- 2.5 A member will not take part in a hearing or meeting at which a matter is being discussed which relates to a premises licence, club premises certificate, temporary events notice or personal licence where either the premises or the person is resident in the ward which he represents.

3. Notice of Hearings

- 3.1 Upon the date of a hearing of a sub-committee being arranged, notice shall be given to the parties to the hearing in accordance with the requirements of the Hearings Regulations. For the purposes of this procedure, a party is defined as an applicant for a licence or certificate, a person who has given a temporary events notice, a responsible authority or a person or business that has submitted relevant representations in respect of an application or applied for a review of a licence or certificate and, in certain additional instances, the Chief Officer of Police.
- 3.2 The notice of the hearing shall be accompanied by a copy of this procedure which sets out
 - the right of attendance at a hearing by a party and the right to submit representations etc.

- the consequences if a party does not attend or is not represented at a hearing
 - the procedure to be followed at the hearing
- 3.3 The notice of the hearing will also be accompanied by copies of the documents required by the Hearings Regulations and any particular points upon which the Sub-Committee considers that it will want clarification from a party at the hearing.
- 3.4 Where a hearing is to be held on more than one day, the hearing will be arranged so that it takes place on consecutive working days.

4. Action Following Receipt of Notice of Hearing

- 4.1 Upon receipt of a notice of a hearing, a party is required to give notice to the licensing authority whether
- he intends to attend or be represented at the hearing,
 - he wishes to request permission for any other person to appear at the hearing, accompanied by the name of the person and a brief description of the point(s) to be made by the person, and
 - he considers the hearing to be necessary.
- 4.2 A party should notify the licensing authority within the following timescales-
- 1 working day of the hearing in the case of a cancellation of an interim authority notice following police objections or a counter notice following police objection to a temporary events notice;
 - 2 working days of the hearing in the case of a review of a premises licence following a closure order or the conversion of an existing licence or club premises certificate or an application by the holder of a justices' licence for a personal licence; or
 - 5 working days of the hearing in all other cases.
- 4.3 Notice may be given to licensing authority by electronic means to the address democratic.services@huntingdonshire.gov.uk but upon sending the notice by this means, a party must also give the notice to the licensing authority in writing.
- 4.4 A sub-committee may dispense with the holding of a hearing if all of the parties have given notice that they consider a hearing to be unnecessary. Where the parties have agreed that a hearing is unnecessary in such circumstances, the Council shall give notice to the parties that the hearing has been dispensed with.
- 4.5 Where a hearing has been dispensed with, the matter which was to have been the subject of the hearing shall be determined at a meeting of the Sub-Committee.

5. Withdrawal of Representations

- 5.1 A party may give notice to the licensing authority no later than 24 hours before the commencement of the hearing that he wishes to withdraw his representations or he may do so orally at the hearing.

6. Extension of Time

- 6.1 The Sub-Committee may extend any of the time limits specified in this procedure where it considers it necessary to do so in the public interest and shall give notice of the extension of time and the reason for it to the parties to the hearing.
- 6.2 The Sub-Committee may adjourn the hearing or arrange for it to be held on specified additional days, where it considers this to be necessary to consider any representations made by a party. The parties to the hearing will be notified of the adjournment or rearrangement.
- 6.3 In considering any extension of time or adjournment, the Sub-Committee will not exercise its powers so that an application is deemed as granted or rejected in accordance with the transitional arrangements specified in the Act.

7. The Hearing

- 7.1 The Sub-Committee may exclude the public from all or part of a hearing where it considers that the public interest in so doing outweighs the public interest in the hearing or that part of the hearing taking place in public. The Sub-Committee will normally resolve to exclude the public from that part of the hearing during which the Sub-Committee determines the matter which is the subject of the hearing.
- 7.2 Subject to the above, a party may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified
- 7.3 At the commencement of the hearing, the Chairman shall introduce the members of the Sub-Committee and any officers in attendance to support the Sub-Committee and shall ask the parties and any persons accompanying them to state their names and addresses or who they represent. The Chairman shall explain to the parties present that the hearing is subject to this procedure, copies of which will have been distributed to the parties with the notice of the hearing, and shall enquire of the persons present whether there are any questions of clarity or explanation about its contents.
- 7.4 The Sub-Committee shall consider any request from another person to appear at the hearing of which notice has been given but such permission shall not be unreasonably withheld.

Procedure in all cases other than an application for a review of a premises licence or a club premises certificate or convictions coming to light after the grant or renewal of a personal licence

- 7.5 The Licensing Officer will present the application. The Chairman will then invite the applicant or his representative to address the Sub-Committee on his application, to respond to any point(s) upon which notice has been given that clarification is required by the licensing authority and to call any person(s) to whom permission has been granted to appear in support of his application.

The applicant will be allowed a maximum period of time of twenty minutes in which to address the Sub-Committee and call persons on his behalf.

- 7.6 The applicant or his representative or any person called on his behalf may then be asked any questions upon their presentation by any member of the Sub-Committee or by any of the other parties present at the hearing or their representatives.
- 7.7 The Chairman will then invite each of the parties at the hearing or their representative sequentially to address the Sub-Committee and call any person(s) to whom permission has been granted to appear. Each party will be allowed a maximum period of time of twenty minutes in which to address the Sub-Committee and call persons on his behalf. The sequence in which each of the parties will be invited to address the Sub-Committee will be at the discretion of the Chairman but will normally be in the order of the Chief Officer of Police, the Fire Authority, the health and safety at work enforcing authority, the local planning authority, the local environmental health authority, the local weights and measures authority, the authority responsible for the protection of children from harm, a navigation or other authority responsible for waterways and any other party that has submitted representations in respect of the application, certificate, notice or other matter appearing before the Sub-Committee.
- 7.8 The party or his representative or any of his witnesses may be asked any questions upon their presentation by any member of the Sub-Committee or by the applicant or his representative or any of the other parties present at the hearing or their representatives.
- 7.9 Where relevant written representations have been received and the party submitting those representations has given notice of his intention not to attend the hearing, the parties present will be invited by the Chairman to indicate whether they wish to comment on the representations submitted. The Sub-Committee may take into account documentary or other evidence submitted by a party either in support of their application, notice or representations either before the hearing or, with the consent of all of the other parties present, at the hearing.
- 7.10 Where appropriate, the Chairman shall remind the parties that their representations should be relevant to the licensing objectives of the prevention of crime and disorder, public safety, the prevention of public nuisance and the protection of children from harm. The Sub-Committee shall disregard any information given by a party or person permitted to appear which is not relevant to their application, notice or representations or to the licensing objectives. If, in his opinion, the Chairman feels that the representations being made are not relevant, he may, after first reminding the party of the need for relevance, advise the party that he will no longer be heard. Where in the opinion of the chairman, a party is being repetitious, vexatious or slanderous in his remarks, the Chairman may first warn the party and may then advise the party that he will no longer be heard. The ruling of the Chairman shall be final in such circumstances.
- 7.11 The Chairman may require any person who in his opinion is behaving in a disruptive manner at a hearing to leave the hearing and may refuse to permit that person to return or to return only upon complying with such conditions as the Chairman may specify. However any such person may submit any

evidence in writing that they proposed to give orally, provided that they do so before the end of the hearing.

- 7.12 After each party has addressed the Sub-Committee and after comments have been invited on written representations, the applicant or his representative will be invited by the Chairman to sum up his application for a time not exceeding two minutes but without introducing any new evidence to the proceedings.

Procedure in cases relating to an application for a review of a premises licence or a club premises certificate or convictions coming to light after the grant or renewal of a personal licence

- 7.13 In the case of such hearings, the above procedure shall be followed with the exception that the applicant for a review of a premises licence or a club premises certificate or the chief officer of police in the case of an objection notice where convictions have come light after the grant or renewal of a personal licence will be invited to address the Sub-Committee first and to call any person(s) to whom permission has been granted to appear.
- 7.14 After any questions have been dealt with the holder of the licence or certificate will be invited to address the Sub-Committee and to call any person(s) to whom permission has been granted to appear.
- 7.15 There shall be no right of reply for the applicant for a review of the licence or certificate or for the Chief Officer of Police.

8. Determination of Applications

- 8.1 At the conclusion of the hearing, the Sub-Committee will determine the application in accordance with the timescales specified in the Hearings Regulations but, in any event, will endeavour to do so as soon as practicable after the hearing has concluded.
- 8.2 Where a hearing has been dispensed with in accordance with paragraph 4.2 above, the application will be determined by the Sub-Committee within 10 working days of notice having been given to the parties that the hearing has been dispensed with.
- 8.3 The Licensing Authority will notify the applicant and parties of its decision forthwith upon the making of the decision.
- 8.4 A record shall be taken of the hearing by the licensing authority which shall be retained for six years after the date of the determination of the hearing or the disposal of an appeal against the determination.

9. Meetings of the Sub-Committee

- 9.1 Any meetings of the Sub-Committee, other than hearings described above, shall be subject to the proceedings adopted by the Licensing Committee for the conduct of its own business except where otherwise stated above.

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LICENSING SUB-COMMITTEE

30 JULY 2019

**LICENSING ACT 2003:
TEMPORARY EVENT NOTICE FOR 25-26 August 2019
THE DOLPHIN HOTEL LONDON ROAD, ST IVES, PE27 5EP**

1. INTRODUCTION

1.1 This Temporary Event Notice was received on 17 July 2019, the Notice has been submitted by Kyle EATON, in his capacity as Assistant Manager.

1.2 The Notice seeks to authorise the following activities:

- a. The Sale by retail of Alcohol
- b. The Provision of Regulated Entertainment
- c. The Provision of Late Night Refreshment

1.3 For the period commencing 14:00 on Sunday 25 August 2019 and ending 04:00 on Monday 26 August 2019.

1.4 The description of the nature of the event detailed on the notice reads:

'Music Event'

'Outside music starts at 14.00 on Sunday 25th August and finishes at 22.00 on Sunday 25th August.

Inside there will be two rooms playing different music from 14.00 on Sunday 25th August until 03.00 on Monday 26th August.'

'The outside bar will open at 14.00 on Sunday 25th August and closes at 00.00 on Monday 26th August.

The inside bars will be open for the event at 12 noon on Sunday 25th August and close at 04.00 on Monday 26th August.'

1.5 A copy of the Temporary Event Notice is attached as **Appendix A**.

2. BACKGROUND

2.1 The Dolphin Hotel has had the benefit of the current premises licence HDC/PRE00278 since 2005. In February 2017 the licence was transferred to Cambridgeshire Hotels Limited. The current Premises Licence including the plan of the licenced area is attached as **Appendix B**

3. REPRESENTATIONS

3.1 In their role as a Responsible Authority, Environmental Health have made a representation on the grounds of Prevention of Public Nuisance. The representation is attached as **Appendix C**.

3.2 A person who has submitted a relevant representation is entitled to address the Licensing Sub-Committee at the hearing and ask questions of any other party appearing at the hearing.

4. GENERAL DUTY/ POLICY CONSIDERATIONS

4.1 The licensing authority must carry out its functions under the Act with a view to promoting the licensing objectives, each objective has equal importance, the objectives are:

- a. the prevention of crime and disorder,
- b. public safety,
- c. the prevention of public nuisance, and
- d. the protection of children from harm.

4.2 The sub-committee must also have regard to –

- a. its statement of licensing policy, and
- b. any statutory guidance issued under Section 182 of the Licensing Act 2003.
- c. the Human Rights Act 1988

4.3 The Council must also fulfil its obligations under Section 17 of the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in its district.

5. DETERMINATION

5.1. In making a decision, this application must be determined on its individual merits having regard to the representations and supporting documents included as part of the report along with additional information considered relevant at the hearing. As part of the decision process the sub-committee is required to give its reasons for any decision arrived at.

5.2. Any decision made by the sub-committee must be reasonable and proportionate and promote the Licensing objectives.

The Committee may:-

- a. Approve the notice as applied for
- b. Issue a Counter Notice
- c. Modify the detail of the notice
- d. Apply relevant conditions from the existing Premises Licence to the Temporary Event Notice.

BACKGROUND INFORMATION

Licensing Act 2003.

Guidance issued under section 182 of the Licensing Act 2003.

The Council's Statement of Licensing Policy.

Licensing Officer: Sarah Mardon

23 July 2019

**Huntingdonshire
Temporary Event Notice
Licensing Act 2003**

For help contact
licensing@huntingdonshire.gov.uk
Telephone: 01480 387075



* required information

Section 1 of 9

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

AudioHouse

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Kyle

* Family name

Eaton

* E-mail

kyle@dolphinhotelcambs.co.uk

Main telephone number

01480466966

Include country code.

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is your business registered in the UK with Companies House?

Yes No

Note: completing the Applicant Business section is optional in this form.

Registration number

10433825

Business name

dolphin hotel

If your business is registered, use its registered name.

VAT number

- 260026251

Put "none" if you are not registered for VAT.

Legal status

Private Limited Company

Continued from previous page...

Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Section 2 of 9

APPLICATION DETAILS ([See also guidance on completing the form, general notes and note 1](#))

Have you had any previous or maiden names?

- Yes No

* Your date of birth / /
dd mm yyyy

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Continued from previous page...

Correspondence Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

Building number or name	Dolphin Hotel
Street	London Road
District	
City or town	PE27 5EP
County or administrative area	Cambridgeshire
Postcode	PE27 5EP
Country	United Kingdom

Additional Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

E-mail	kyle@dolphinhotelcambs.co.uk
Telephone number	01480466966
Other telephone number	

Section 3 of 9

THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). [\(See also guidance on completing the form, note 2\)](#)

* Does the premises have an address?

- Yes No

Continued from previous page...

Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

- Yes No

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

- Neither Premises licence Club premises certificate

* Premises licence number

Location Details

* Provide further details about the location of the event

Outside and inside

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below [\(see also guidance on completing the form, note 3\)](#)

Describe the nature of the premises below [\(see also guidance on completing the form, note 4\)](#)

Hotel, Bar, Restaurant

Describe the nature of the event below [\(see also guidance on completing the form, note 5\)](#)

Music Event
Out side music starts at 14.00 on Sunday 25th August and finishes at 22.00 on Sunday 25th August.
Inside there will be two rooms playing different music from 14.00 on Sunday 25th August until 03.00 on Monday 26th August.

Continued from previous page...

The outside bar will open at 14.00 on Sunday 25th August and closes at 00.00 on Monday 26th August.
The inside bars will be open for the event at 12 noon on Sunday 25th August and close at 04.00 on Monday 26th August.

Section 4 of 9

LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises

[\(see also guidance on completing the form, note 6\):](#)

- The sale by retail of alcohol
- The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- The provision of regulated entertainment
- The provision of late night refreshment
- The giving of a late temporary event notice

[\(See also guidance on completing the form, note 7\).](#)

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.
[\(See also guidance on completing the form, note 8\).](#)

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

[\(see also guidance on completing the form, note 9\)](#)

Event start date / /
 dd mm yyyy

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

Event end date / /
 dd mm yyyy

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

[\(see also guidance on completing the form, note 10\)](#)

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

Note that the maximum number of people cannot exceed 499.

[\(see also guidance on completing the form, note 11\)](#)

Continued from previous page...

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both

[\(see also guidance on completing the form, note 12\):](#)

- On the premises only
- Off the premises only
- Both

Section 5 of 9

RELEVANT ENTERTAINMENT [\(See also guidance on completing the form, note 13\)](#)

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

14.00 Sunday 25th August until 22.00 on Sunday 25th August 2019 - outside
14.00 Sunday 25th August 2019 until 04.00 on Monday 26th August 2019 - inside

Section 6 of 9

PERSONAL LICENCE HOLDERS [\(See also guidance on completing the form, note 14\)](#)

Do you currently hold a valid personal licence? Yes No

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 15\)](#)

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

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

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

Continued from previous page...

Section 8 of 9

ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 16\)](#)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? Yes No

Has any associate of yours already given a temporary event notice for the same premises in which the event period:
a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice? Yes No

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

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:
a) Ends 24 hours or less before; or
b) Begins 24 hours or less after the event period proposed in this notice? Yes No

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 18\)](#)

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.
This formality requires a fixed fee of £21

DECLARATION [\(See also guidance on completing the form, note 19\)](#)

Continued from previous page...

- * The information contained in this form is correct to the best of my knowledge and belief
- * I understand that it is an offence:
 - * (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and
 - * (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both
- Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name	<input type="text" value="KYLE EATON"/>
* Capacity	<input type="text" value="ASSISTANT MANAGER"/>
* Date	<input type="text" value="17"/> / <input type="text" value="07"/> / <input type="text" value="2019"/>
	dd mm yyyy

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
 2. Go back to <https://www.gov.uk/apply-for-a-licence/temporary-event-notice/huntingdonshire/apply-1> to upload this file and continue with your application.
- Don't forget to make sure you have all your supporting documentation to hand.

OFFICE USE ONLY

Applicant reference number	<input type="text" value="AudioHouse"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

Schedule 12

Part A

Premises Licence



Premises Licence Number

HDC/PRE00278

Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code

**The Dolphin Hotel
London Road
St Ives
PE27 5EP**

Telephone number **01480 466966**

Where the licence is time limited the dates: **Not Applicable**

This licence comes into effect on: **14.06.2019**
The annual fee is due with effect from: **06.09.2019** and each year thereafter.

Licensable activities authorised by the licence

**Regulated Entertainment (Indoors & Outdoors) Live Music, Recorded, Performance of Dance, Anything Similar.
Late Night Refreshment (Indoors & Outdoors)
Supply of Alcohol**

Times the licence authorises the carrying out of licensable activities

Regulated Entertainment – Mondays to Thursdays 10:00 - 00:30, Fridays and Saturdays 10:00 - 02:00, Sundays 10:00 - 00:00

Late Night Refreshment - Mondays to Thursdays 23:00 - 00:30, Fridays and Saturdays 23:00 - 02:00, Sundays 23:00 - 00:00

Supply of Alcohol - Mondays to Thursdays 11:00 - 00:00, Fridays and Saturdays 11:00 - 01:30, Sundays 12:00 - 23:30

The opening hours of the premises

Monday to Thursday	07:00 - 01:30
Friday & Saturday	07:00 - 03:00
Sunday	07:00 - 01:00

Note: For seasonal variations or non-standard timings in the opening hours refer to Annex 4

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

Alcohol is supplied for consumption both ON and OFF the Premises

Part 2

Page 1 of 6

Schedule 12

Part A

Premises Licence



Premises Licence Number

HDC/PRE00278

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**Cambridgeshire Hotels Ltd , t/as The Dolphin Hotel
London Road
St Ives
PE27 5EP**

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

10433825

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

**Elizabeth Day
1 Park Avenue
St Ives
PE27 5JW**

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

Reference Number: PER02267

Licensing Authority: Huntingdonshire District Council

ANNEX 1 – MANDATORY CONDITIONS

No supply of alcohol may be made at a time when

- a. there is no designated premises supervisor in respect of the premises licence, or
 - b. the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under this licence must be made or authorised by a person who holds a personal licence.
 3. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
 4. In paragraph 3, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises —
 - a. games or other activities which require or encourage, or are designed to require or encourage, individuals to —
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

Schedule 12

Part A

Premises Licence

Premises Licence Number

HDC/PRE00278

- ii. drink as much alcohol as possible (whether within a time limit or otherwise);
 - b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
6. The premises licence holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
7. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
8. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either —
 - a. a holographic mark, or
 - b. an ultraviolet feature.
9. The responsible person must ensure that-
 - a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures —
 - i. beer or cider: ½ pint;
 - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - iii. still wine in a glass: 125 ml;
 - b. these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
 - c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.
10. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
11. For the purposes of the condition set out in paragraph 10 -
 - a. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;

Schedule 12

Part A

Premises Licence

Premises Licence Number

HDC/PRE00278

- b. "permitted price" is the price found by applying the formula - $P = D + (D \times V)$ where -
- P is the permitted price,
 - D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- c. "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
- the holder of the premises licence,
 - the designated premises supervisor (if any) in respect of such a licence, or
 - the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- d. "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- e. "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.

12. Where the permitted price given by paragraph b. of paragraph 11 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
13. Paragraph 14 applies where the permitted price given by paragraph b. of paragraph 11 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
14. The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

- On occasions when a marquee is to be used for the sale of alcohol, regulated entertainment or late night refreshment, a plan to a scale of 1:100 must be supplied to the Licensing Authority, Fire and Rescue and the Chief Officer of Police, this should be received at least 28 days prior to the commencement of the event. The plan shall show the items as indicated under the heading 'Plan of Premises' contained within Part 2 of the Licensing Authorities 'Guidance Notes for Applicants', additionally the maximum number of persons in attendance at any one time must be given.
- This licence is subject to conditions that reproduce the effect of conditions attached to the following licence which applied in respect of the premises at the time of conversion - Public Entertainment Licence.
- The conditions relating to those licences are attached as Appendix 1.
- The following special conditions attached to the above licences also apply:
 - Number of persons who may be permitted on the premises -

Schedule 12

Part A

Premises Licence

Premises Licence Number

HDC/PRE00278

- i. Restaurant - Seated audience 150, Dinner/dance 120, Dancing (without meals) 120.
- ii. Lounge - Seated audience 120, Dinner/dance 80, Dancing (without meals) 80.
- iii. Function Room - Seated audience 232, Dinner/dance 190, Dancing (without meals) 380

5. The following conditions from the application also apply -

- a. Proof of age policy to be in operation by way of photographic identification.
- b. Closed circuit television to be maintained at locations and to a standard approved by the Head of Administration; the CCTV to be monitored continuously whilst the premises are open for public entertainment; the CCTV recordings to be retained by the licensee for a period of 31 days and the licensee to make the recordings available to authorised officers of the Council, the Police and the Fire Service on request.
- c. Continued membership of the local Pub Watch scheme

6. The following conditions agreed with the Head of Environmental Health Services also apply-

- a. The District Council's Head of Environmental Health Services to be notified in writing at least 14 days in advance of any event held at the premises involving the playing of amplified music outdoors.
- b. The control limits set at the mixer position, in relation to events involving the playing of amplified music outdoors, shall be adequate to ensure that the music noise level observed at noise sensitive premises does not exceed the limits specified in The Noise Council Code of Practice on Environment Noise Control at Concerts, namely:
 - i. Where between 1 and 3 events occur per calendar year, the music noise level measured over a 15 minute period, between the hours of 9:00 and 23:00 hours, 1 metre from the façade of noise sensitive premises shall not exceed more than 65dB(A).
 - ii. Where between 4 and 12 events occur per calendar year, the music noise level measured over a 15 minute period, between the hours of 09:00 and 23:00 hours, 1 metre from the façade of noise sensitive premises shall not exceed the background noise level by more than 15 dB(A).
 - iii. For events continuing after 23:00, the music should not be audible within noise sensitive premises with windows open in a typical manner for ventilation.
- c. Outdoor retail sale of alcohol and regulated entertainment may only be provided in the area etched in yellow on the plan marked 'A'.

ANNEX 3 – CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY

N/A

ANNEX 4 – SEASONAL VARIATIONS & NON-STANDARD TIMINGS – For the licensable activities authorised by this licence:

1. Regulated Entertainment - New Years' Eve 10:00 - 02:00
2. Late Night Refreshment – New Years' Eve 23:00 – 02:00
3. Supply of Alcohol - New Years' Eve 11:00 - 01:30

Page 5 of 6

**Schedule 12
Part A**

Premises Licence



Premises Licence Number

HDC/PRE00278

ANNEX 5 – PLANS

For plan see attached

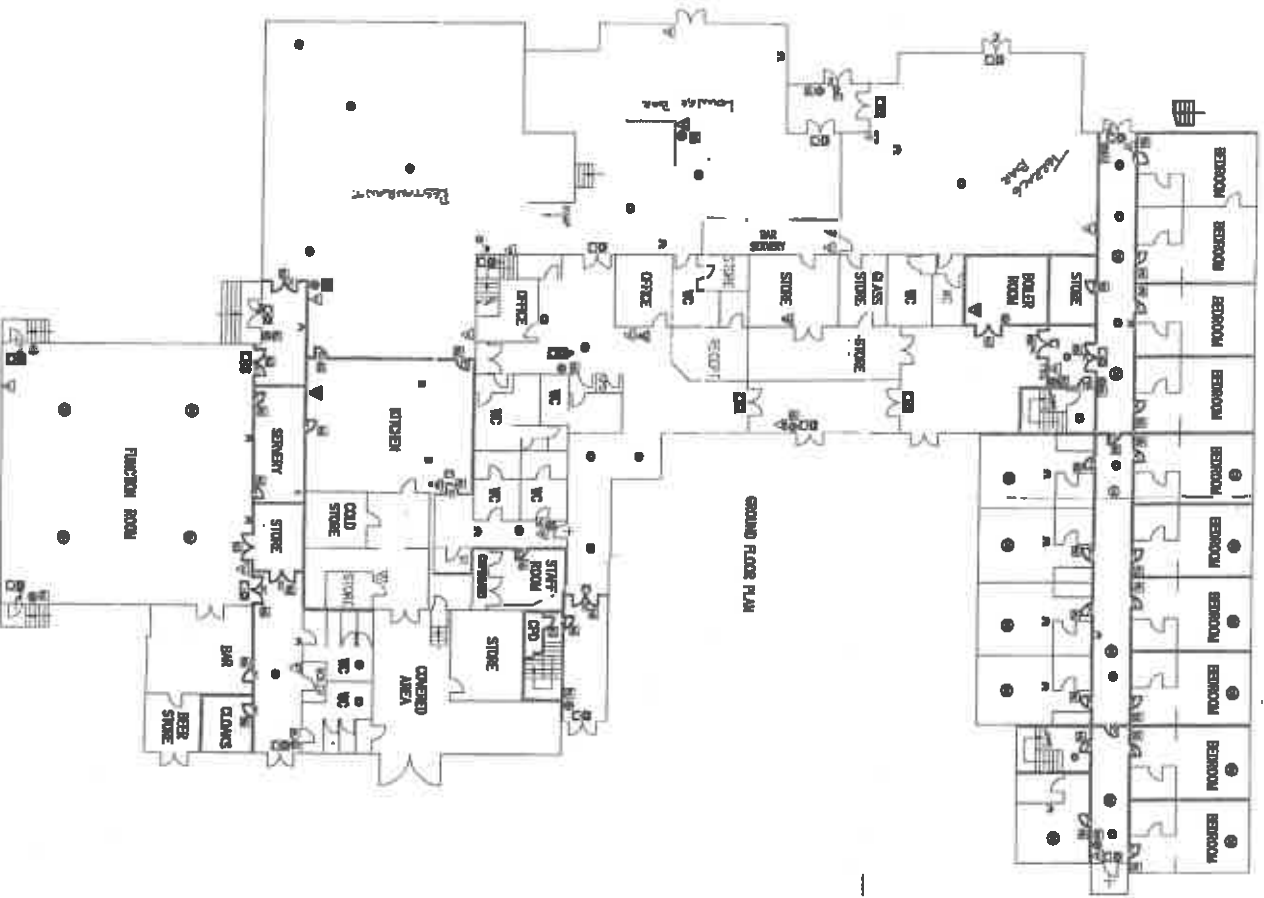
Licence valid from: 14.06.2019

Date of issue: 19.06.2019

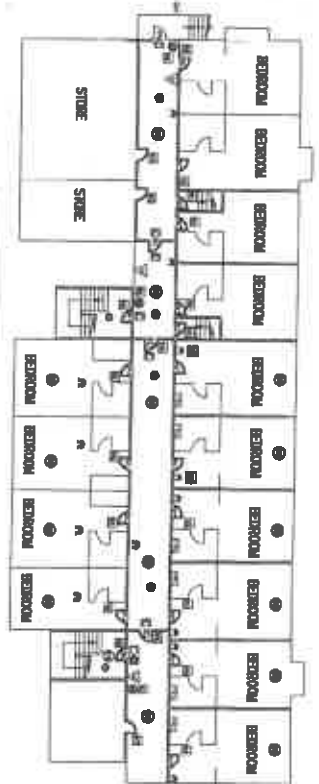
A handwritten signature in black ink that reads 'C. Stopford'.

Signed: Head of Community

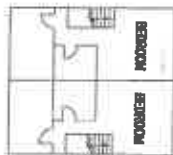
CAMBRIDGESHIRE & PETERBOROUGH FIRE AUTHORITY
 PLAN TO FIRE CERTIFICATE ISSUED UNDER THE REGULATIONS, JAN 1971



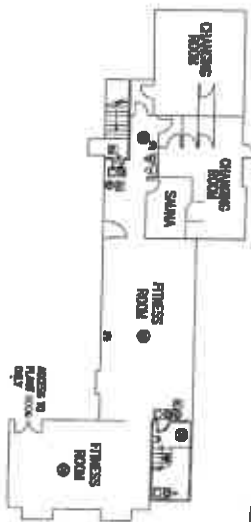
GROUND FLOOR PLAN



FIRST FLOOR PLAN



SECOND FLOOR PLAN

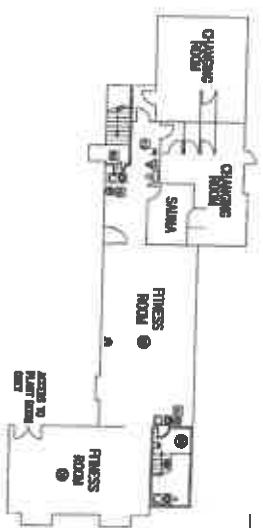
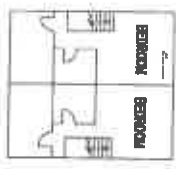
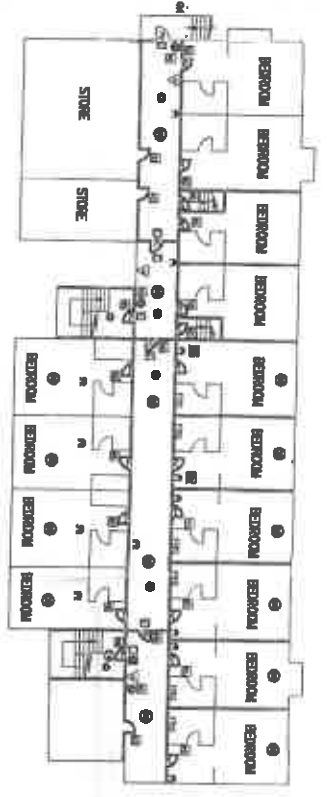
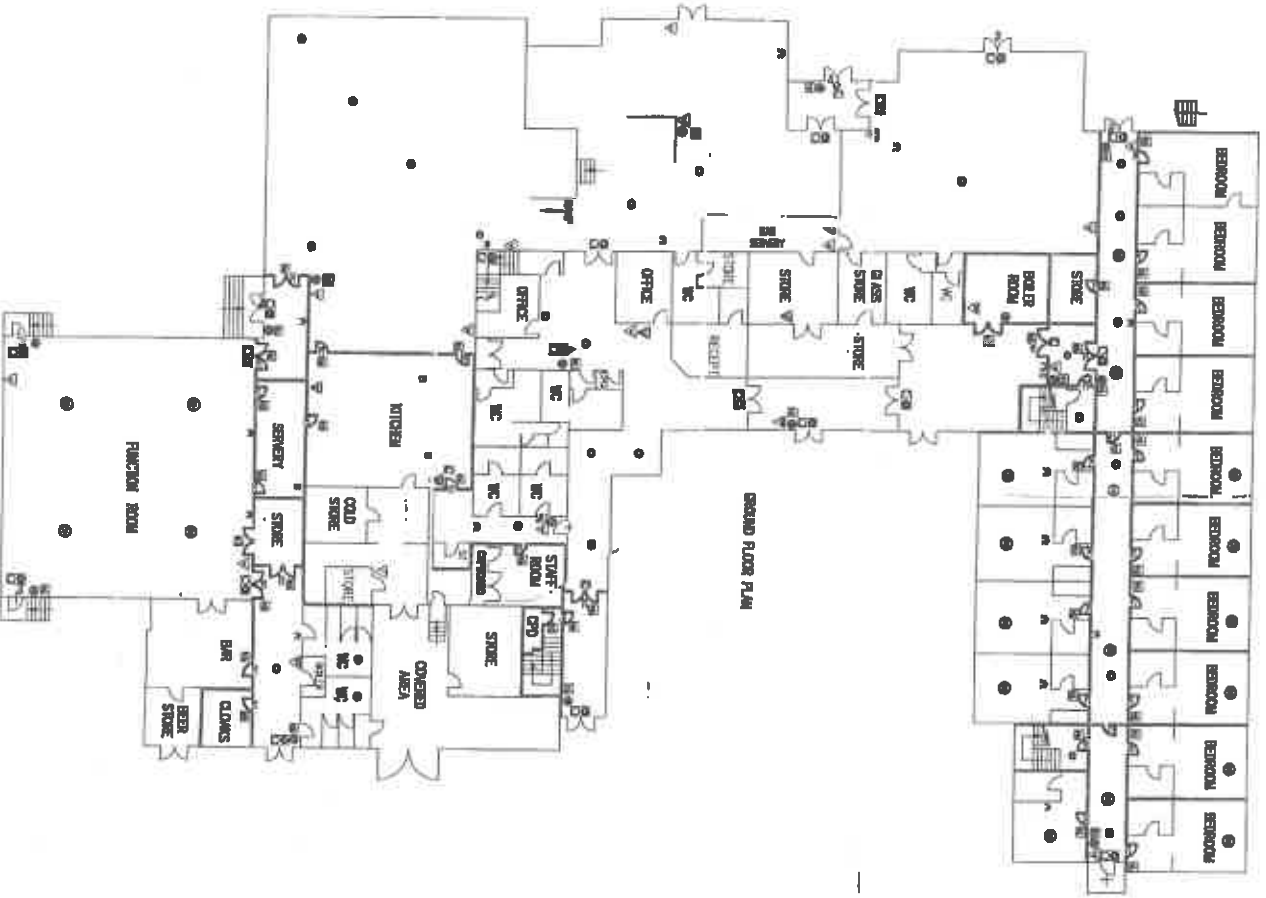


FIRST FLOOR PLAN

DATE : 1-1-81
 CERT No : 14/1000 AMENDED
 SHEET No : 1 OF 1 GND & 1ST FLOOR
 SCALE : 1/8" @ A3
 DWG No : 14/1000/1
 PER No : AM/VA/813
 SHEET No : 5

Pyramant

CAMBRIDGESHIRE & PETERBOROUGH FIRE AUTHORITY
 PLAN TO FIRE CERTIFICATE ISSUED UNDER FIRE PRECAUTIONS ACT 897



DATE : 1-3-01
 CERT No : 141988 AMENDED
 SHEET No : 1 OF 1
 SCALE : 1:50 @ A4
 DRAWN BY : IEN DOWLES
 DATE No : 141988/14513
 ISSUE No : 5

CHIEF FIRE OFFICER: *P. Symonds*

RIVER

OP

NOTE:
 THIS DRAWING IS TO BE USED IN
 CONJUNCTION WITH DRAWINGS
 W/01572/202, 201, 202, 203,
 204, 206, 207, 208.
 PAUL, RELIANT @ PRICES
 DWG: 475/202 @ 220
 JK 10/703410 INCLUDES.

UP

LANDSCAPE

RESTAURANT

FITNESS RM. EXTENSION CHASE IV

FUNCTION ROOM

KEY TO AREA -
 FOR FURNITURE) KITCHEN WITH KUP AND KITCHEN SINKS OF RIGOROL
 ALSO ALIN FOR SWING OF CONTAINER MATERIAL

COACHWAY

h/h

SEE CHASE
 HANDS TO
 DRINKS

MOORINGS

ANALOGY SUIT LINK.

ANALOGY SUITE LINK.

MISS TO RELOCATE
 LINKS TO
 LINKS

AGREED LOCATE OF WATER SUPPLY

APPROVED WALK-WAY LINK.

SITE LAYOUT P1
 (SCALE 1:200)

'A'

Mardon, Sarah (Licensing)

From: Setchell, Jon (Env. Health)
Sent: 22 July 2019 13:30
To: Mardon, Sarah (Licensing)
Cc: [REDACTED]
Subject: Audio House - The Dolphin Hotel, St Ives
Attachments: 00206BB71D02190603125837.pdf; Kyle Eaton - 25-26.08.2019.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Sarah,

I am in receipt of the Temporary Event Notice, to permit a music event at The Dolphin Hotel, London Road, St Ives, PE27 5EP , commencing at 14:00 on 25 August 2019 and ending at 04:00 26 August 2019.

The notice seeks to permit recorded music to be played outside from 14:00 until 22:00 and then inside until 04:00

In accordance with Section 104 of the Licensing Act 2003 In Its role as a Responsible Authority , the Environmental Health Department is satisfied that allowing the premises to be used in accordance with the notice would undermine a licensing objective, namely the '*prevention of public nuisance*'.

This department has reasonable grounds that the event is likely to cause a noise nuisance to neighbouring residents having received noise complaints following a similar type of events held at the Dolphin on the 05/05/19 and 25/05/19. The event on the 25/05/19 was deemed to constitute a statutory noise nuisance under Section 80 of the Environmental Protection Act 1990 and noise abatement notice was served on the 3 June 2019. The Environmental Health Department implemented noise monitoring at residential properties in the vicinity of the Dolphin Hotel and made officer observation that provided the evidence that the event on the 25/05/19 constituted a statutory nuisance.

In order to mitigate any potential nuisance, the relevant noise conditions currently imposed on the Premises Licence, could be imposed on the Temporary Event Notice. Those conditions are:

- a. The control limits set at the mixer position, in relation to events involving the playing of amplified music outdoors, shall be adequate to ensure that the music noise level observed at noise sensitive premises does not exceed the limits specified in The Noise Council Code of Practice on Environment Noise Control at Concerts, namely:
 - i. Where between 4 and 12 events occur per calendar year, the music noise level measured over a 15 minute period, between the hours of 09:00 and 23:00 hours, 1 metre from the façade of noise sensitive premises shall not exceed the background noise level by more than 15 dB(A).

If you would like to discuss this matter please do not hesitate to contact me.

Jon Setchell
Environmental Protection Officer
Community

☎ 01480 388283
Fax 01480 388361
Jon.setchell@huntingdonshire.gov.uk

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