



Agenda for a meeting of the Bradford District Licensing Panel to be held on Monday, 30 April 2018 at 10.00 am in Committee Room 5 - City Hall, Bradford

Members of the Committee – Councillors

CONSERVATIVE	LABOUR	INDEPENDENT
BM Smith	M Slater	Morris

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

From:

Michael Bowness

Interim City Solicitor

Agenda Contact: Claire Tomenson

Phone: 01274 432457

E-Mail: claire.tomenson@bradford.gov.uk

To:

A. PROCEDURAL ITEMS

1. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) Officers must disclose interests in accordance with Council Standing Order 44.*

2. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Claire Tomenson - 01274 432457)

B. BUSINESS ITEMS

3. BAY HORSE INN, 20 UPPERTOWN, OXENHOPE, KEIGHLEY 1 - 26

The Assistant Director Waste, Fleet and Transport Services will present a report (**Document “P”**) which requests consideration of two Temporary Event Notices for events to be held in the car park of the Bay Horse Inn on 8-10 June 2018 from 14.00 to 23.00 hours and 4 August 2018 from 14.00 to 20.00. The events include the sale of alcohol and the provision of regulated entertainment.

Members are invited to consider the information and documents referred to in this report and, after hearing interested parties, determine the related application.

(Tracy McLuckie – 01274 432240)

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Report of the Assistant Director Waste, Fleet & Transport Services to the meeting of the Bradford District Licensing Panel to be held on 30 April 2018.

P

Subject:

Consideration of an objection notice received from the Environmental Health Department regarding two Temporary Event Notices for the Bay Horse Inn, 20 Uppertown, Oxenhope, Keighley, BD22 9LN.

Summary statement:

Consideration of two Temporary Event Notices for events to be held in the car park of the Bay Horse Inn on 8-10 June 2018 from 14.00 to 23.00 hours and 4 August 2018 from 14.00 to 20.00. The events include the sale of alcohol and the provision of regulated entertainment.

John Major
Assistant Director
Waste, Fleet & Transport Services

Report Contact Tracy McLuckie
Licensing Manager
Phone: (01274) 432240
E-mail: tracy.mcluckie@bradford.gov.uk

Portfolio:

Neighbourhoods & Community Safety

Overview & Scrutiny Area:

Corporate

1. SUMMARY

Temporary Event Notices have been served for the sale of alcohol and the provision of regulated entertainment at two proposed events to be held in the car park of the Bay Horse Inn, 20 Uppertown, Oxenhope, Keighley. The proposed dates and times of the events are:

8-10 June 2018 - 14.00 to 23.00 hours

4 August 2018 - 14.00 to 20.00 hours

The Council's Environmental Health Department have submitted an objection notice to both Temporary Event Notices.

2. BACKGROUND

2.1 The premises user

Ms Ann-Mairead Pollitt.

A copy of the notice for 8-10 June 2018 is attached at Appendix 1.

A copy of the notice for 4 August 2018 is attached at Appendix 2.

2.3 Counter notice received

Environmental Health

The Council's Environmental Health Department have submitted a notice objecting to the proposed events on the grounds of prevention of public nuisance.

Environmental Health received complaints of noise nuisance relating to a similar event in June 2017. Complaints have also been received following Temporary Events in 2015 and 2016.

A copy of the Environmental Health objection notice is attached at Appendix 3.

3. OTHER CONSIDERATIONS

3.1 The Licensing Act 2003 facilitates the holding of temporary events at premises that are not otherwise licensed for licensable activities. Proposed events must involve no more than 499 people at any one time. There are also limits on the number of temporary events that can take place at any premises or can be organised by a premises user in a calendar year.

3.2 The Police and Environmental Health can object to a temporary event notice where they believe that allowing the event would undermine the licensing objectives. The Police and Environmental Health have 3 working days from receipt of the notice to serve an objection notice specifying the relevant issues.

3.3 On receipt of a valid objection notice from the Police or Environmental Health, the Council must hold a hearing to decide whether to uphold the relevant objection. The hearing must take place at least 24 hours before the event.

If the objection notice is upheld, the Council can serve a Counter Notice preventing the event from taking place. If the objection notice is not upheld the event can take place without further formality.

4. FINANCIAL & RESOURCE APPRAISAL

There are no apparent finance or resource implications.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

There are no apparent risk management or governance implications.

6. LEGAL APPRAISAL

Referred to in part 3 above.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

The Council has to comply with the public sector equality duty in Section 149 Equality Act 2010.

7.2 SUSTAINABILITY IMPLICATIONS

There are no apparent sustainability implications.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

There are no apparent implications.

7.4 COMMUNITY SAFETY IMPLICATIONS

There are no apparent community safety implications.

7.5 HUMAN RIGHTS ACT

The following rights are applicable:

Article 1 - Right to peaceful enjoyment of possessions subject to the state's right to control the use of property in accordance with the general interest. The Council's powers set out in the recommendations fall within the states right. A fair balance must be struck between the public and the applicant's rights.

Article 6 - A procedural right to a fair hearing. As a counter notice preventing the event is an option, adherence to the Panels' usual procedure of affording a hearing to the premise user is very important. If the decision is to issue a counter notice, then reasons must be given.

7.6 TRADE UNION

None

7.7 WARD IMPLICATIONS

Ward Councillors have been notified of the meeting.

7.9 IMPLICATIONS FOR CORPORATE PARENTING

There are no apparent implications for Corporate Parenting.

7.10 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

There are no apparent data protection or information security implications.

8. NOT FOR PUBLICATION DOCUMENTS

None

9. OPTIONS

9.1 Members may:

- (a) Uphold the Environmental Health objection and then serve a Counter Notice on the premises user preventing the event.
- (b) Decide not to uphold the Environmental Health objection, therefore allow the event to take place.

9.2 Should the premises user or the Environmental Health Department feel aggrieved at any decision with regard to the Notice they may appeal to the Magistrates Court no more than 5 days before the event is due to take place.

10. RECOMMENDATIONS

Members are invited to consider the information and documents referred to in this report and, after hearing the parties, determine the related notice.

11. APPENDICES

- 1. Temporary Event Notice for event to be held on 8-10 June 2018
- 2. Temporary Event Notice for event to be held on 4 August 2018
- 3. Objection Notice from the Environmental Health Department dated 19 April 2018

12. BACKGROUND DOCUMENTS

Licensing Act 2003 and statutory guidance.

* 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	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text" value="Real Ale & Music Festival"/>	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?		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
<input type="radio"/> Yes <input checked="" type="radio"/> No		

Applicant Details

First name	<input type="text" value="Ann-Mairead"/>	
Family name	<input type="text" value="Pollitt"/>	
E-mail address	<input type="text"/>	
Main telephone number	<input type="text"/>	Include country code.
Other telephone number	<input type="text"/>	
<input type="checkbox"/> Indicate here if you would prefer not to be contacted by telephone		

Are you:

<input checked="" type="radio"/> Applying as a business or organisation, including as a sole trader	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.
<input type="radio"/> Applying as an individual	

Applicant Business

Is your business registered in the UK with Companies House?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Registration number	<input type="text" value="7051893"/>	
Business name	<input type="text" value="The Bay Horse Inn EM Inns Ltd."/>	If your business is registered, use its registered name.
VAT number	<input type="text" value="-"/> <input type="text" value="979852834"/>	Put "none" if you are not registered for VAT.
Legal status	<input type="text" value="Private Limited Company"/>	

Continued from previous page...

Your position in the business

DPS

Home country

United Kingdom

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

The Bay Horse Inn

Street

20 Uppertown

District

Oxenhope

City or town

Keighley

County or administrative area

West Yorkshire

Postcode

BD22 9LN

Country

United Kingdom

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

Enter details of any previous names or maiden names

First name

Family name

Add another previous name

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?

☒ Yes ☐ No

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.

Building number or name	<input type="text" value="The Bay Horse Inn"/>
Street	<input type="text" value="20 Uppertown"/>
District	<input type="text" value="Oxenhope"/>
City or town	<input type="text" value="Keighley"/>
County or administrative area	<input type="text" value="West Yorkshire"/>
Postcode	<input type="text" value="BD22 9LN"/>
Country	<input type="text" value="United Kingdom"/>

Additional Contact Details

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

☒ Yes ☐ No

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.

E-mail	<input type="text" value=""/>
Telephone number	<input type="text" value=""/>
Other telephone number	<input type="text" value=""/>

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?

☒ Yes ☐ No

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.

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

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](#))

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

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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

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 7).

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 8)

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 9)

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 10)

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

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

- ☐ On the premises only
- ☐ Off the premises only
- ☒ Both

Section 5 of 9

RELEVANT ENTERTAINMENT [\(See also guidance on completing the form, note 12\)](#)

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

Music 14.00 - 23.00
Food served 14.00-22.00

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PERSONAL LICENCE HOLDERS [\(See also guidance on completing the form, note 13\)](#)

Do you currently hold a valid personal licence? ☒ Yes ☐ No

Provide the details of your personal licence below.

Issuing licensing authority

Licence number

Date of issue / /
dd mm yyyy

Date of expiry / /
dd mm yyyy

Any further relevant details

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 14\)](#)

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

Continued from previous page...

State the number of temporary event notices you have given for events in that same calendar year

2

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?

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ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 15\)](#)

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 ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

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 ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

Continued from previous page...

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 17\)](#)

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

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="Mrs Ann-Mairead Pollitt"/>										
Capacity	<input type="text" value="DPS"/>										
Date	<table><tbody><tr><td><input type="text" value="17"/></td><td>/</td><td><input type="text" value="04"/></td><td>/</td><td><input type="text" value="2018"/></td></tr><tr><td>dd</td><td></td><td>mm</td><td></td><td>yyyy</td></tr></tbody></table>	<input type="text" value="17"/>	/	<input type="text" value="04"/>	/	<input type="text" value="2018"/>	dd		mm		yyyy
<input type="text" value="17"/>	/	<input type="text" value="04"/>	/	<input type="text" value="2018"/>							
dd		mm		yyyy							

[Add another signatory](#)

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/bradford/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="Real Ale & Music Festival"/>
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"/>

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* 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	<input type="text" value="Not Currently In Use"/>	This is the unique reference for this application generated by the system.
Your reference	<input type="text" value="Birthday Party Fundraiser"/>	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?		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.
<input type="radio"/> Yes <input checked="" type="radio"/> No		

Applicant Details

First name	<input type="text" value="Ann-Mairead"/>	
Family name	<input type="text" value="Pollitt"/>	
E-mail address	<input type="text"/>	
Main telephone number	<input type="text"/>	Include country code.
Other telephone number	<input type="text"/>	
<input type="checkbox"/> 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?	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Registration number	<input type="text" value="7051893"/>	
Business name	<input type="text" value="The Bay Horse Inn EM Inns Ltd."/>	If your business is registered, use its registered name.
VAT number	<input type="text" value="-"/> <input type="text" value="979852834"/>	Put "none" if you are not registered for VAT.
Legal status	<input type="text" value="Private Limited Company"/>	

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Your position in the business

DPS

Home country

United Kingdom

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

Building number or name

The Bay Horse Inn

Street

20 Uppertown

District

Oxenhope

City or town

Keighley

County or administrative area

West Yorkshire

Postcode

BD22 9LN

Country

United Kingdom

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

Enter details of any previous names or maiden names

First name

Family name

Add another previous name

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?

☒ Yes ☐ No

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.

Building number or name	<input type="text" value="The Bay Horse Inn"/>
Street	<input type="text" value="20 Uppertown"/>
District	<input type="text" value="Oxenhope"/>
City or town	<input type="text" value="Keighley"/>
County or administrative area	<input type="text" value="West Yorkshire"/>
Postcode	<input type="text" value="BD22 9LN"/>
Country	<input type="text" value="United Kingdom"/>

Additional Contact Details

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

☒ Yes ☐ No

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.

E-mail	<input type="text" value=""/>
Telephone number	<input type="text" value=""/>
Other telephone number	<input type="text" value=""/>

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?

☒ Yes ☐ No

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.

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

We have been asked to hold a birthday/fundraising event in the car park at the rear of the pub. it will only be for 6 hours and the licence is only for music and food outside.

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](#))

The Bay Horse Inn is a real ale country pub much frequented by locals and is considered the hub of the village.

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

A regular customer and friend has asked to hold his party outside in the car park. There will be live music that will be broadcast live on local radio station DryStone Radio. This year we will be raising money for Embrace, Child Victims of Crime.

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

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 7](#)).

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 8](#))

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 9](#))

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 10](#))

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

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

- ☐ On the premises only
- ☐ Off the premises only
- ☒ Both

Section 5 of 9

RELEVANT ENTERTAINMENT [\(See also guidance on completing the form, note 12\)](#)

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

Music 14.00 - 20.00
Food served 14.00-20.00

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PERSONAL LICENCE HOLDERS [\(See also guidance on completing the form, note 13\)](#)

Do you currently hold a valid personal licence? ☒ Yes ☐ No

Provide the details of your personal licence below.

Issuing licensing authority

Licence number

Date of issue / /
dd mm yyyy

Date of expiry / /
dd mm yyyy

Any further relevant details

Section 7 of 9

PREVIOUS TEMPORARY EVENT NOTICES [\(See also guidance on completing the form, note 14\)](#)

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

Continued from previous page...

State the number of temporary event notices you have given for events in that same calendar year

2

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?

Section 8 of 9

ASSOCIATES AND BUSINESS COLLEAGUES [\(See also guidance on completing the form, note 15\)](#)

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 ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

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 ☐ Yes ☒ No
- b) Begins 24 hours or less after the event period proposed in this notice?

Continued from previous page...

Section 9 of 9

CONDITION [\(See also guidance on completing the form, note 17\)](#)

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

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="Mrs Ann-Mairead Pollitt"/>										
Capacity	<input type="text" value="DPS"/>										
Date	<table><tbody><tr><td><input type="text" value="17"/></td><td>/</td><td><input type="text" value="04"/></td><td>/</td><td><input type="text" value="2018"/></td></tr><tr><td>dd</td><td></td><td>mm</td><td></td><td>yyyy</td></tr></tbody></table>	<input type="text" value="17"/>	/	<input type="text" value="04"/>	/	<input type="text" value="2018"/>	dd		mm		yyyy
<input type="text" value="17"/>	/	<input type="text" value="04"/>	/	<input type="text" value="2018"/>							
dd		mm		yyyy							

[Add another signatory](#)

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/bradford/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="Birthday Party Fundraiser"/>
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"/>

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Memo

To: Licensing Team
1st Floor
Argus Chambers
Bradford

Department of Health and Wellbeing

Environmental Health
5th Floor
Britannia House
Bradford
BD1 1HX

From: Jeanette Howarth

Tel: (01274) 433963
Email: jeanette.howarth@bradford.gov.uk

Date: 19 April 2018

Licensing Act 2003

Application for a Temporary Event Notice

Bay Horse Inn, Hebden Bridge Road, Oxenhope, BD22 9LN

I wish to object to the Temporary Event Notifications submitted for 8th June 2018 – 10th June 2018 from 14:00 hours to 23:00 hours and 4th August 2018 from 14:00 hours to 20:00 hours.

This Department received 2 complaints of noise nuisance from a TEN over the weekend of 9th – 11th June 2017. Similar complaints were received in 2015 and 2016 following TENs at the premises. I have been informed by a colleague that the music can be heard across the village when outdoor events have been held at the premises.

The most recent complaint made to this Department was on 18th February 2018 when it was alleged the music from within the pub was clearly audible in a neighbouring premises and continued until 01:00 hours in the morning.

The existing Premises Licence has a condition on it relating to the prevention of public nuisance. The condition states:

- *Noise from amplified and non-amplified music, singing and speech arising from regulated entertainment at the premises shall not be audible at the nearest noise sensitive premises.*

The above condition relates to indoor entertainment at the premises and is there to protect local residents from noise nuisance. I do not believe that the noise from amplified music in a car park can be adequately controlled so as to prevent a statutory nuisance and thus I would object to the granting of the TEN.

Yours sincerely

Jeanette Howarth
Environmental Health Officer
Pollution Team



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