



APOLOGIES Committee Services
Email: Committee.clerk@maldon.gov.uk

DIRECTOR OF STRATEGY,
PERFORMANCE AND
GOVERNANCE
Paul Dodson

24 February 2023

Dear Councillor

You are summoned to attend the meeting of the;

LICENSING SUB-COMMITTEE on MONDAY 6 MARCH 2023 at 10.30 am.

Please note that the hearing will be held in the **COUNCIL CHAMBER, MALDON DISTRICT COUNCIL OFFICES, PRINCES ROAD, MALDON.**

A briefing for Members will not be held unless specifically requested. If clarification is needed or there are issues regarding the Hearing, procedural issues or any legal matters, please email Committee Services (committee.clerk@maldon.gov.uk) to arrange this.

We ask that Members ensure they arrive at least 15 minutes prior to the Hearing to agree the Chairman for the meeting.

Please Note: All meetings will continue to be live streamed on the [Council's YouTube channel](#) for those wishing to observe remotely. For those wishing to attend in person, please be advised that there are space limitations within the Council Chamber and therefore you will be required to submit a [Public Access form](#) (to be submitted by 12noon on the working day before the Committee meeting). All requests will be considered on a first-come, first-served basis.

A copy of the agenda is attached.

Yours faithfully

Director of Strategy, Performance and Governance

COMMITTEE MEMBERSHIP:

COUNCILLORS

M G Bassenger
M F L Durham, CC
M W Helm



MALDON DISTRICT COUNCIL
LICENSING ACT 2003 – HEARINGS OF THE LICENSING SUB-COMMITTEE
AIDE MEMOIR – PREMISES LICENCE

The Chairman of the Hearing will open the Hearing and explain that the Sub-Committee's role is to determine applications and other matters under the Licensing Act 2003. He will then introduce Members and Officers present.

1. The Chairman of the Hearing will outline the procedure to be followed. He should ensure that all representations, witness statements and hearing papers (by stating what they are) have already been read and that there is no need to repeat these. Should there be any late documentation in support of a representation or application, it may be introduced with the consent of all parties.
2. All people present to identify themselves by name and who they represent.
3. A brief outline of the application will be given by the Licensing Officer.
4. The Applicant to make an opening statement.
5. The Applicant to call witnesses*.

* Please note: Any person calling a witness must not ask leading questions of him/her, i.e. by phrasing a question in such a way that the answer is suggested in that question.
6. Each Responsible Authority, followed by the Licence Holder and/or Interested Party (or their spokesperson) will take turns (in an order to be determined by the Chairman) and may make an opening statement and may then call witnesses* until every party has been heard.
7. Members of the Sub-Committee may ask questions to elicit information from any party at any time during the Hearing.
8. The Hearing shall take the form of a discussion led by the Members of the Licensing Authority. Cross examination of applicants, witnesses and persons making representations shall not be permitted unless it is considered to be required in order to properly consider the matter to be determined.
9. Each Responsible Authority, the Licence Holder and/or Interested Party (or their spokesperson) then makes closing statements in turn.
10. The Applicant then makes a closing statement.
11. The Chairman to then deal with issues arising from any person excluded from the Hearing and to ask if everyone has said what they want to say.
12. The meeting will close at this point.
13. Members of the Sub-Committee should then discuss the evidence and representations made before reaching their decision (this will be done after the meeting has closed and parties will be notified of the decision afterwards).
14. The determination will be given within five working days (beginning with the day on which the hearing was held).

Note: Any reference in this Procedure Note to an Applicant, Responsible Authorities or Interested Parties includes a person who may be representing them.



AGENDA
LICENSING SUB-COMMITTEE
MONDAY 6 MARCH 2023

1. **To appoint a Chairman for hearing**
2. **Chairman's notices**
3. **Apologies for Absence**
4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **Licensing Act 2003: Application for a Premises Licence - Mrs Salisbury at the Mitre, 2 The Street, Wickham Bishops, CM8 3NN** (Pages 5 - 42)

To consider the report of the Director of Service Delivery (copy enclosed).

NOTICES

Recording of Meeting

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

Fire

In the event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

Health and Safety

Please be advised of the different levels of flooring within the Council Chamber.

Closed-Circuit Televisions (CCTV)

Meetings held in the Council Chamber are being monitored and recorded by CCTV.

This page is intentionally left blank



**REPORT of
DIRECTOR OF SERVICE DELIVERY**

**to
LICENSING SUB-COMMITTEE
6 MARCH 2023**

**LICENSING ACT 2003 - TO CONSIDER AN APPLICATION FOR A PREMISES LICENCE -
MRS SALISBURY AT THE MITRE, 2 THE STREET, WICKHAM BISHOPS, CM8 3NN**

1. PURPOSE OF THE REPORT

- 1.1 To consider an application for a new premises licence under section 17 of the Licensing Act 2003, having regard to representations received and the requirement to promote the four licensing objectives:
1. the prevention of crime and disorder;
 2. public safety;
 3. the prevention of public nuisance;
 4. the protection of children from harm.

2. RECOMMENDATIONS

That the Licensing Sub-Committee determines the application for a Premises Licence at Mrs Salisbury at The Mitre, 2 The Street, Wickham Bishops, CM8 3NN taking into consideration the options that are available as detailed in paragraph 4.1 below.

3. SUMMARY OF KEY ISSUES

- 3.1 The complete application for the above premises was received on 16 January 2023 including plans.
- 3.2 As part of the licensing process, a complete copy of the application was sent out to all responsible authorities for consultation.
- 3.3 The application has been properly made in accordance with the Licensing Act 2003 and all procedures correctly followed. The completed application form is attached as **APPENDIX A** and details of the proposed licensable hours.
- 3.4 The applicant has provided conditions consistent with the operating schedule intended to promote the four licensing objectives which are included as part of the application form.
- 3.5 The application was correctly advertised in a locally circulated newspaper, on the premises within the time scale allocated under legislation, and on Maldon District Council's website.

- 3.6 The closing date for consultations was midnight on 12 February 2023. We received a total of 22 representations for this application. 13 of these were in support of the application, as attached to this report as **APPENDIX B** and 9 were opposed to the application. These are attached to the report as **APPENDIX C**.
- 3.7 Members are asked to note that as this report is published publicly, personal details have been redacted from some documents; however, the licensing authority and the applicant have received complete copies of all documents.
- 3.8 There were no representations made by responsible authorities.
- 3.9 Conditions imposed by Essex Police were agreed by the applicant should the licence be granted. These are attached as **APPENDIX D**.
- 3.10 The nominated Designated Premises Supervisor (DPS) is Mark Salisbury who has obtained a Personal Licence with Maldon District Council that he has held since January 2006.
- 3.11 The land at the proposed licensed premises is primarily a residential area of house with a couple of commercial shops next to the premises. Please see **APPENDIX E** that details the local area around the premises.

4. CONCLUSION

- 4.1 Members are advised that they have the following options when determining the application:
- (i) Grant the application, on the terms and conditions applied for.
 - (ii) Grant the application, on the terms and conditions applied for modified to such extent as considered appropriate to promote the Licensing Objectives.
 - (iii) Refuse the application in whole or in part.
- 4.2 Members are reminded that the applicant and/or any person making representation in relation to this matter may appeal the decision of the Council to the Magistrates' Court 21 days of the notification given by the Licensing Sub-Committee.

5. IMPACT ON STRATEGIC THEMES

- 5.1 The strategic themes of Place, Community and Prosperity underpin the Council's vision for the District.
- 5.2 This report supports the strategic themes of Community and Prosperity.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – None.

- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on the Environment** – None.
- (vii) **Impact on Strengthening Communities** – None.

Background Papers:

1. Statutory Guidance issued in accordance with Section 182 of the Licensing Act 2003.
2. Maldon District Council's Statement of Licensing Policy.
3. The Licensing Act 2003.
4. Application file held by Licensing Authority.

Enquiries to: Simon Parnham, Licensing Officer.

This page is intentionally left blank



MDC
Application for a premises licence
Licensing Act 2003

For help contact
<https://www.maldon.gov.uk/contact>
 Telephone: 01621 854 477

* required information

Section 1 of 21

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="Mrs Salisbury's Wickham Bishops"/>	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? <input type="radio"/> Yes <input checked="" type="radio"/> 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	<input type="text" value="Mark"/>	
* Family name	<input type="text" value="Salisbury"/>	
* E-mail	<input type="text" value="wickham@mrssalisburys.co.uk"/>	
Main telephone number	<input type="text" value="07977233418"/>	Include country code.
Other telephone number	<input type="text" value="01621888802"/>	
<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	Note: completing the Applicant Business section is optional in this form.
Registration number	<input type="text" value="14499247"/>	
Business name	<input type="text" value="MRS SALISBURY'S AT THE MITRE LTD"/>	If your business is registered, use its registered name.
VAT number	<input type="text" value="GB"/> <input type="text" value="None Yet"/>	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 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 21****PREMISES DETAILS**

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

☒ Address ☐ OS map reference ☐ Description
Postal Address Of PremisesBuilding number or name Street District City or town County or administrative area Postcode Country **Further Details**Telephone number Non-domestic rateable value of premises (£)

Section 3 of 21**APPLICATION DETAILS**

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

Section 4 of 21**NON INDIVIDUAL APPLICANTS**

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Continued from previous page...

Private Limited Company

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

E-mail

Telephone number

Other telephone number

* Date of birth / /
dd mm yyyy

* Nationality [Documents that demonstrate entitlement to work in the UK](#)

Section 5 of 21**OPERATING SCHEDULE**

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

Our tea room (formally know as The Mitre Pub) will serve alcohol daily between 8:30 and 4pm. We look to host the occasional evenings with live music and the scope to expand to opening every evening as a restaurant further down the line. We are looking to serve alcoholic drinks along side food inside in our main dining room, outside in our back garden and outside in our front patio area.

Continued from previous page...

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will you be providing indoor sporting events?

☐ Yes ☒ No

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the performance of live music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

In our day to day running of the business we plan to very rarely have live music both inside and outside. Our occasional events will require this. This would be amplified - but with respect for any neighbours - especially when outside.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Summer months is when we plan to have events outside. We are likely to have an event around once a month.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

It would only be in the times listed above.

Continued from previous page...

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☒ Yes
 ☐ No

Standard Days And Timings

MONDAY

Start End Start End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start End Start End

WEDNESDAY

Start End Start End

THURSDAY

Start End Start End

FRIDAY

Start End Start End

SATURDAY

Start End Start End

SUNDAY

Start End Start End

Will the playing of recorded music take place indoors or outdoors or both?

☐ Indoors
 ☐ Outdoors
 ☒ Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

Live music will not be amplified on the day to day running of the business. It may be amplified for events. Our day to day music will be between 8:30am and 5pm and would only need to be longer than that for pop up events.

Continued from previous page...

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Music will be played outside more during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Music will only be played during the hours listed above and vary rarely past 5pm.

Section 12 of 21**PROVISION OF PERFORMANCES OF DANCE**[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☐ Yes

 ☒ No
Section 13 of 21**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes

 ☒ No
Section 14 of 21**LATE NIGHT REFRESHMENT**

Will you be providing late night refreshment?

☐ Yes

 ☒ No
Section 15 of 21**SUPPLY OF ALCOHOL**

Will you be selling or supplying alcohol?

☒ Yes

 ☐ No
Standard Days And Timings

MONDAY

Start End Start End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Continued from previous page...

TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the sale of alcohol be for consumption:

- ☐ On the premises ☐ Off the premises ☒ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

The sale of alcohol will likely be more in the summer months and for any evening events outside our day to day opening hours.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Only in the times above.

Continued from previous page...

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name	Mark
------------	------

Family name	Salisbury
-------------	-----------

Date of birth / /
dd mm yyyy

Enter the contact's address

Building number or name	Mulholland
-------------------------	------------

Street	Station Road
--------	--------------

District

City or town	Wickham Bishops
--------------	-----------------

County or administrative area	Essex
-------------------------------	-------

Postcode CM8 3JN

Country	United Kingdom
---------	----------------

Personal Licence number (if known)	06/00012/LAPER
---------------------------------------	----------------

Issuing licensing authority (if known)	Maldon District Council
---	-------------------------

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☒ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

None

Continued from previous page...

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start End Start End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start End Start End

WEDNESDAY

Start End Start End

THURSDAY

Start End Start End

FRIDAY

Start End Start End

SATURDAY

Start End Start End

SUNDAY

Start End Start End

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Our pop up events likely to occur around once a month we will be open until up to 23:00. Or should we wish to expand our hours to restaurant hours again open until 23:00.

Continued from previous page...

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Our pop up events likely to occur around once a month we will be open until up to 23:00.

Section 18 of 21

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

We will ensure that at all times we have competent members of staff in both the bar area and taking orders. All members of staff will be trained to ensure we meet our licensing objectives before they are able to authorise the sale of alcohol.

b) The prevention of crime and disorder

We have installed full colour and high-resolution CCTV in all areas where alcohol is served and consumed, both inside and outside. We also have CCTV by the entrance/exits to our tea room to ensure people are leaving in a responsible manner. We have "CCTV in operation" signs displayed to help deter any potential crime. All recordings are instantly saved in a secure location to avoid tampering and malicious damage.

We have implemented a policy so that senior members of staff can refuse the sale of alcohol to anyone they may deem to be a threat or potential threat, even if they have been served alcohol already.

c) Public safety

Appropriate fire safety procedures are in place including fire extinguishers (foam, H2O and CO2), fire blanket, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting.

All appliances are inspected annually. All emergency exits shall be kept free from obstruction at all times.

d) The prevention of public nuisance

All customers will be asked to leave quietly. Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours.

All our outdoor seating has a no smoking policy (vaping allowed) for the comfort of all our guests.

We ensure every table is cleared swiftly after a customer has finished or left, this reduced the chance of any litter being blown away from the premises. We also regularly clean the floors of the outside areas.

e) The protection of children from harm

Our pop up events will be 18+ only where appropriate.

We operate an under 25 policy to ensure guests that look under 25 are asked for ID before ordering alcoholic drinks.

All staff will be trained for underage sales prevention regularly.

Continued from previous page...

We also do not allow staff members under the age of 18 to authorise the sale of alcohol. This must be done by a trusted member of staff.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21**NOTES ON REGULATED ENTERTAINMENT**

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

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.

Premises licence fees are based on the non-domestic rateable value of the whole premises. To find out the premises value go to <https://www.gov.uk/topic/local-government/business-rates> If the capacity at any one time is less than 5000 the fees are: Band A (No rateable value - £4,300) is £100, Band B (£4,301 - £33,000) is £190, Band C (£33,001 - £87,000) is £315, Band D (£87,001 - £125,000) is £450 * however if the premises is exclusively or primarily used for the consumption of alcohol the fee is £900, Band E (£125,001 and over) is £635 * however if the premises is exclusively or primarily used for the consumption of alcohol the fee is £1905. If the capacity at any one time is 5,000 or more there will be an additional fee as follows: Capacity 5,000 - 9,999 additional fee of £1,000, Capacity 10,000 - 14,999 additional fee of £2,000, Capacity 15,000 - 19,999 additional fee of £4,000, Capacity 20,000 - 29,999 additional fee of £8,000, Capacity 30,000 - 39,999 additional fee of £16,000, Capacity 40,000 - 49,999 additional fee of £24,000, Capacity 50,000 - 59,999 additional fee of £32,000, Capacity 60,000 - 69,999 additional fee of £40,000, Capacity 70,000 - 79,999 additional fee of £48,000, Capacity 80,000 - 89,999 additional fee of £56,000, Capacity 90,000 and over additional fee of £64,000. There are exemptions from these fees for the following premises providing only regulated entertainment: Schools and colleges (provided the entertainment is carried on for and on behalf of the school or college), church halls, village halls, parish halls and community halls.

* Fee amount (£)

190.00

DECLARATION

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15).

I/we understand that it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application.

☒ 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

Mark Salisbury

* Capacity

Director

Continued from previous page...

* Date / /
 dd mm yyyy

Full name

* Capacity

* Date / /
 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/premises-licence/maldon/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.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY

Applicant reference number

Fee paid

Payment provider reference

ELMS Payment Reference

Payment status

Payment authorisation code

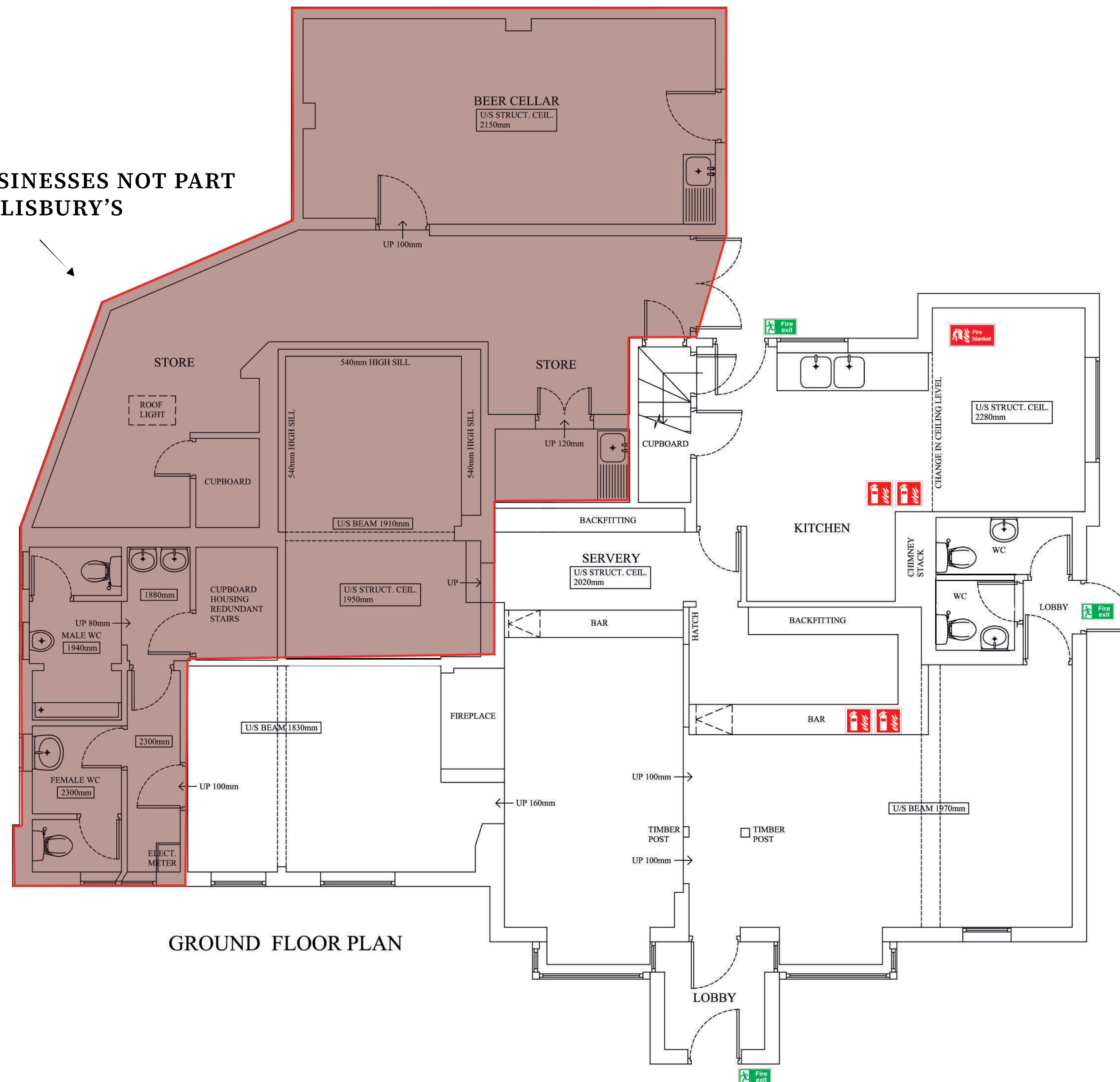
Payment authorisation date

Date and time submitted

Approval deadline

Error message

Is Digitally signed ☐



GROUND FLOOR PLAN

This page is intentionally left blank

Representations For (13)

With regards to the applications made by Mrs Salisbury's tea room, I would like to strongly support their application.

I have lived in the village now for nearly 20 years and have been a frequent visitor to their Maldon tearoom since they opened including attending on bistro evenings.

The village needs this establishment to thrive! The events they hold are great for the community so please please grant them permission for their business to survive.

Kind regards

Subject: Mrs Salisbury's Wickham Bishops

Hello,

Just like to offer Support to the licensing application for music events and a later closing time. It will be a great addition to the village and provide work for locals.

I live at

Regards,

Subject: 23/00015/LAPRE

Dear sirs,

I wish to put my support the granting of the above licence.

I live in the village and believe that based on my previous experience of seeing how the applicant operates a professional business model that works with neighbours to mitigate inconvenience the application should be supported.

Yours

I support this application due to the importance of a thriving food and drink establishment at the heart of our village. I have no concerns regarding any of the permissions applied for and will happily lend my support.

Regards,

Hi,

I would like to say how pleased I am that we have such an Amazing addition to our village and one that every person (old or young) can enjoy.

We have absolutely no complaints or hesitations and welcome Mrs Salisbury and team to Wickham Bishops

Subject: Approve application

Hello,

I live in the village

And wish to support the approval of the licensing application for the recent opening of Mrs Salisbury's. We are a family of 4 so give 4 votes :-)

Dear Sirs,

I would like to show my support for Mrs Salisbury's licence to sell alcohol. As a resident near by we welcome them to the village and hope they enjoy as much success here as they do in Maldon.

As a business they are bringing life to a village, and the set up fits in so well with it's surroundings.

Warmest regards

Subject: Mrs Salisbury's at The Mitre in Wickham Bishops

Dear sir

I am a very local resident in Wickham Bishops.

I fully support the application for pub license and music for this venue as I regard it as an integral part of the community in the village. It is obvious that the intent is very different to the previous license and will cause much less disruption to immediate neighbours.

Yours faithfully,

Subject: Mr Mark Salisbury Ref.23/00015/LAPRE

Dear Sirs

We would like to give our support to the above application.

Regards

Subject: Mrs Salisbury licensing application 23/00015/LAPRE

I fully support the licensing application by Mark Salisbury. The ownership have demonstrated exemplary use of their license at their Maldon site and the addition of occasional evening music and outdoor events will be an asset to the Mitre site.

Good Day,

I write to wholeheartedly support the above license application for Mrs Salisbury's, The Mitre, 2 The Street, Wickham Bishops, CM8 3NN.

I am a resident of Wickham Bishops, living a few hundred yards from the above premises. I am also a long-standing customer of the Salisburys' 2 tea rooms in Maldon. I know well the high standards that they have, in terms of their customer offerings, quality of premises and concern for the environment, both locally & more widely.

I have no doubt that the Salisburys venture in Wickham Bishops will be a real asset to the village.

Subject: Mrs Salisbury's - Wickham Bishops - Ref 23/00015/LAPRE

Good afternoon,

I would like to register my support for the above license application for Mrs Salisbury's in Wickham Bishops.

I have lived in the village for over 45 years and feel that their business and their ideas for occasional events are a great addition to the village.

Many thanks,

Subject: Mrs Salisbury's - Wickham Bishops - Ref 23/00015/LAPRE

Good afternoon,

I would like to register my support for the above license application for Mrs Salisbury's in Wickham Bishops.

I have lived in the village for over 22 years and feel that their business and their ideas for the occasional events like they host in Maldon would be a great addition to the village.

Many thanks,

END

This page is intentionally left blank

Representations Against (9)

To whom it may concern,

I am writing regarding the Licensing Act Application at Mrs Salisbury's at The Mitre, Wickham Bishops.

I'd like to strongly contest this application. The noise which carries through the village is incredibly polluting and a hugely antisocial.

The Mitre having the license in the past has kept me up late and disturbed my ability to enjoy peace in my own home.

I would like my concerns towards Mrs Salisbury receiving a licence allowing them to play live music until 11:30pm, be reconsidered due to the noise pollution.

Many thanks,

I strongly object to the issue of a licence for recorded and live music until 2300hrs.

I live in Wickham Bishops and was frequently disturbed in 2021 and 2022 by very loud music played from the premises until late at night.

I gather from my local councillor Simon Morgan that the planning conditions for change of use at the Mitre clearly state "There shall be no amplified sound used within the premises that is audible outside the application site unless otherwise agreed in writing by the Local Planning Authority ". This condition was routinely disregarded by the previous licensee, and not enforced by MDC.

I do not want this to happen again.

Please give careful consideration to my objection and let me know the outcome in due course.

Mrs Salisbury's at the Mitre-Proposed License.

For the attention of Maldon Council, (Objection to the above proposal)

Regarding the application for the proposed licensable activity of the supply of alcohol, recorded music and live music.

With opening hours of 0830hrs to 2300hrs Monday to Sunday.

It seems rather strange that a Café/ Tea Room would be requesting the above.

A Café/Tea Room is not a venue for recorded and live music, that would disturb and spoil the Village of Wickham Bishops.

The idea of a tea room maybe welcomed. The opening hours recorded music and live music would not.

This would without doubt upset and disturb the village, this is a place where families and elderly residents live

Together in a very special community.

We strongly disagree with the above proposal because Wickham Bishops is a village where people live and not a Town or City.

I sincerely hope you will take our concerns into consideration.

Regards

Residents of Wickham Bishops

Dear Sir or Madam,

I wish to object to the above planning application for a licence for live and recorded music until 2300 hours.

Over the last 2 years we have been disturbed by loud music being played. I made a complaint to MDC who replied and indeed had an update saying that it would be looked into music carried on at loudness thereafter. This music is being played in the pub garden not indoors as per planning application.

I am delighted that the Mitre is going to be once again serving food and beverages, but feel the music is not warranted given the proximity of dwellings.

Hello MDC Licensing team

I'm writing to object in part to licensing application 23/00015/LAPRE for Mrs Salisbury Cafe Wickham Bishops.

Wickham Bishops is a quiet semi-rural village. The previous license holder for this property held a multiple live music events which were very audible throughout the village. This was especially the case in the summer months when windows are open where any live music can be heard throughout the village.

I would suggest that it would be more appropriate for this to have a 10pm limit (preferably earlier on Sundays and Mon-Thur) and strict conditions around external dB/noise levels requiring the venue to hold live music events inside the venue (and not in the beer garden) and implement measures to prevent sound leaking out of the venue.

Thank you for your consideration.

Kind regards

To Whom it may concern

I would like to raise an objection to the Licensee of live music everyday from 11am -2300

Reason : This area is mainly Residential , made up of Flats immediately next door and flats above the One Stop Shop. The Street, Blacksmiths, School Lane and Great Totham Road all Residential. I live on Great Totham Road and have experienced first hand the noise and public disruption this can bring when this premises operated as a Pub. Even whilst in the pub the landlord received calls from neighbours asking when the late afternoon music was going to stop, at the time there was a rear garden unannounced event taking place. It was excessive.

Whilst the music did stop at 11am dead, which we grateful for. In the interim we could not sit in our rear garden without having the music take over our space, or sit inside our home with the windows open.

To have Events with Live music again with a wide window of times is unreasonable for a Cafe. Evening seems much more appropriate with some Decibel check.

Performance of recorded music everyday from 8.30am to 23.00

The same reasons as above

The sale of alcohol everyday from 8.30am 11.30am

On Great Totham Road we had a great deal amount of public nuisance when the Mitre was a Public House, on it's closure the following stopped;

Nosie, cars parked the line of the road, which brought road rage, as it's a long road with a slight bend which had no pulling in opportunities, car horns blasting in anger. Drug drops in cars, and drug war fighting. Had it all, and I've only lived here 13 months. For a Cafe to be serving from 8.30am to 23.00, again wholly unacceptable. Lunch time hours 12pm to 23.00.

Already this business has created extra traffic parked up along Great Totham Road, without any events, music or alcohol, what will it be like if this is passed for the residents and the users of these side roads?

I hope that you do take my comments on board when deciding these licensing hours.

Kind regards

Hi – I am writing in relation to an application for a premises licence at 2 The Street, Wickham Bishops, Essex CM8 3NN, known as Mrs Sailsbury's.

The proposed licence is to allow supply of alcohol, recorded music and live music between 08:30 and 23:00 seven days a week.

When considering this application, please can you give due regard to the fact that this establishment is in the middle of a residential area and consider noise nuisance local residents would have to endure if music was allowed to be played outside of the building itself. The previous establishment, the Mitre public house that operated at the same location, regularly blared it's music extremely loudly in the back garden space with no apparent consideration to neighbours. We live nearby and could clearly hear the music

inside our house even with doors and windows closed. That really spoiled our enjoyment of our property and made socialising in our garden close to impossible.

Please can you therefore consider restricting live/recorded music to being played inside the premises itself (which seems entirely reasonable for a café/tea room) and consider the needs of local working residents and school children who really need their rest on Sundays and school nights where disruption caused by late opening could be considerable. The planning application was made on the basis that a café/tea room was a better fit for the local community than a boozy, rowdy pub. The requested licence is more in keeping with the latter so please can you consider this aspect as part of your decision on this application.

Many thanks for considering these comments.

Please find the attached representation regarding the above application

Regards

Reference: Licensing application 23/00015/LAPRE – The Mitre, 2 The Street Wickham Bishops Dear Sir/Madam, I am writing to you to make a representation regarding the above application. Firstly, I'd like to register that the re-opening of the Mitre under new owners/tenants is a very welcome development to the Village. The representation being made in this letter is regarding the duration, frequency and location of both the recorded and the live music. This representation is in respect of the licensing objectives in the prevention of public nuisance and the prevention of crime and disorder. Performance of Recorded music Indoors – in principle there is general agreement that if played within the walls of the premises, then on a daily basis, a duration of between 08:30 and 23:00 would be acceptable to neighbours and concerned parties and is unlikely to create a public nuisance. Outdoors - A carte blanche, however, that permits the playing of recorded music outside the Mitre building between 08:30 and 23:00 every day of the year (ie 365 days) is unlikely to meet the licensing objectives. During the day it is less likely to impact local residents but needs to be restricted/ limited to a small number of Friday or Saturday evenings/nights. This arrangement could be extended to include an appropriate number of bank holidays It would then be closer to meeting the majority of the licensing objectives provided the sound output level is appropriate. Performance of Live music Indoors- again there is general agreement that if the live music is within walls of the premises and not in any other area (rear garden/carpark) then live music between 11:00 and 23:00 is unlikely to create a public nuisance. Outdoors- Again, a carte blanche that permits live music outside every day between 11:00 and 23:00 is unlikely to meet the licensing objective. This could mean that, if the licensee takes it to the extreme, the premises could hold a weekly, bi weekly or monthly music festival with the negative impact to licensing objectives. As indicated above, this representation identifies that the performing of recorded and live music outside the premises but within the property boundary, without restriction (ie every day) will create conflict with the licensing objectives and will cause significant impact to locals. As the licensing authority please reject a license application that requests unlimited levels of music potentially every day of the year. Yours Sincerely

Re: Licence Application Mrs Salisbury's at the Mitre Ltd T/A Mrs Salisbury's
23/00015/LAPRE

Dear Sir or Madam

I am writing with concerns and suggestions re the above licence application.

The Mitre is in a residential area within our village, surrounded by housing. The licence application includes playing of live and recorded music. Previous experience of this is that if loud music is played outside The Mitre in their gardens, then that can make our garden unusable, and require us to close windows because of the noise levels, yet we live 130 metres and two blocks from The Mitre.

My concerns are based on issues we have experienced as local residents in the past which I understand may not be in the current plans for the site, but no one knows if the Mitre will develop to use the full capability of the licence.

So, my suggestion is to grant the licence with restrictions on the noise levels for outside events so as to protect the local residents from the noise nuisance we have been subjected to, and complained about, in the past.

I do hope this will be acceptable to you and the proprietors of Mrs Salisbury's to whom I wish every success in the village.

Regards

END

This page is intentionally left blank

Essex Police conditions Imposed

1. The premises shall have installed and maintain a closed circuit television surveillance (CCTV) system which at all times complies with the below requirements:
 - i. CCTV will be provided in the form of a recordable system, capable of providing pictures of evidential quality {in all lighting conditions} particularly facial recognition;
 - ii. CCTV cameras shall cover all entrances {and exits} and the areas where alcohol sales take place;
 - iii. Equipment must be maintained in good working order, be correctly time and date stamped, recordings must be kept in good working order and kept for a minimum period of {31} days;
 - iv. Upon the reasonable request of the police or licensing authority staff, within 48 hours viewable copies of recordings will be provided.

2. A Challenge 25 scheme shall be operated, whereby any person who appears to be under the age of 25 years of age is required to produce on request an item which meets the mandatory age verification requirement (photo, name, date of birth and either a holographic mark or ultraviolet feature) **and** is either a:
 - Proof of age card bearing the PASS Hologram;
 - Photocard driving licence;
 - Passport; or
 - Ministry of Defence Identity Card.

3. A refusals record shall be maintained at the premises that details all refusals to sell alcohol. Each entry shall, as a minimum, record the date and time of the refusal and the name of the staff member refusing the sale.

All entries must be made as soon as possible and in any event within 4 hours of the refusal and the record must be made immediately available to police, trading standards or licensing authority staff upon reasonable request.

The refusals record shall be either electronic or maintained in a bound document and retained for at least {12}months from the date of the last entry.

4. All staff engaged in the sale or supply of alcohol on the premises shall have received training in relation to the protection of children from harm (including under-age sales), how to recognise drunkenness and the duty not to serve drunk persons. Refresher training shall be carried out at least every six months.

Training records shall be kept on the premises (or otherwise be accessible on the premises) for a minimum of 12 months and made immediately available to police, trading standards or licensing authority staff upon reasonable request.

This page is intentionally left blank

APPENDIX E



This page is intentionally left blank