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**TRAFFORD
COUNCIL**

SUPPLEMENTARY PAPERS FOR LICENSING SUB-COMMITTEE MEETING

Date: Wednesday, 17 May 2017

Time: 6.30 pm

**Place: Committee Rooms 2 & 3, Trafford Town Hall, Talbot Road, Stretford,
Manchester, M32 0TH**

AGENDA	PART I	Pages
2.	APPLICATION FOR THE GRANT OF A NEW PREMISES LICENCE – ST PETER’S CHURCH, ASHLEY ROAD, HALE, ALTRINCHAM, WA15 9SS	
	Additional information received attached.	1 - 14

THERESA GRANT
Chief Executive

Membership of the Committee

Councillors M. Whetton, M. Freeman and J. Smith

Further Information

For help, advice and information about this meeting please contact:

Mrs Ruth Worsley, Democratic & Scrutiny Officer
Tel: 0161 912 2798
Email: ruth.worsley@trafford.gov.uk

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Agenda Item 2

OPERATING SCHEDULE

Staff shall be trained in the requirements of the Licensing Act 2003 with regard to the Licensing Objectives.

A) The Prevention of Crime and Disorder

1. Church staff shall ensure that all events held at the premises are adequately supervised.
2. Open containers of alcohol shall not be removed from the premises.
3. Any person who sells alcohol at the premises will be trained in the laws relating to under age sales.
4. A refusals book will be maintained at the premises, and made available to an officer of a responsible authority upon request.

B) Public Safety

1. A first aid box will be available at the premises at all times.
2. Regular safety checks shall be carried out by staff.
3. Management shall liaise with the Fire Authority as necessary to ensure compliance with all necessary fire regulations.
4. The premises shall maintain an Incident Log and public liability insurance.

C) The Prevention of Public Nuisance

1. Noise from amplified music or voices shall not be such as to cause a noise nuisance to occupants of nearby premises.
2. No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
3. The exterior of the premises shall be cleared of litter at regular intervals.
4. When licensable activities are taking place, notices will be positioned at the exits to the building(s)/areas where these are taking place requesting members of the public to leave in a quiet manner and respect local residents.

D) The Protection of Children From Harm

1. When alcohol is sold at the premises, a "Challenge 21" Policy shall be implemented in full and appropriate identification sought from any person who appears to be under the age of 21. The only acceptable forms of identification shall be photographic driving licences, passports, HM forces cards, or a form of identification with the "PASS" hologram.

This scale bar is for microfilming purposes only.

The design information contained within this drawing is protected by Copyright.

All dimensions to be checked or sites prior to commencement of work.

Figured dimensions to be used in preference to scale

DO NOT SCALE DRAWING

ISSUED FOR THE PURPOSES OF ACCOMPANYING THE LICENSING APPLICATION

Not subject to the provisions of Licensing application

FINLASON PARTNERSHIP

Suiza 4,
Beech House,
1 Cambridge Road,
Hale, Cheshire
WA15 9SY
Tel: 0161 929 4422

Project Title
St Peter's Church, Hale
External improvement works to:-
Church grounds & car-parking

Drg Title
PCC 'preferred' site general arrangement plan

Drp No : 18/032 (0-JAXP001 - E)
Revision 1
Scale 1:500 @ A3
Drawn By / Date:





March 2017

St Peter's Hale Licence Application

You will see a number of signs displayed at St Peter's Church at present to the effect that we are applying to Trafford Council for a Premises Licence. These are statutory notices displayed as part of the application process. The purpose of this note is to explain why we wish to hold a licence.

Most importantly, please rest assured that we are **not** looking to change the nature or scope of our activities, either in the Church Building or in St Peter's House. Should the application be granted, you will not see any change in the type of events we host, or the times they are held.

There are however certain circumstances in which the events that take place at St Peter's could require a licence to be held. For example, if we wish to offer a glass of wine to accompany a celebration lunch as part of our summer holiday club, and ask for donations towards the cost of the meal, then a sale of alcohol will be taking place. Similarly, if refreshments including wine are offered during the interval at an evening event and a charge is made for these, or if alcoholic drinks are offered at a charitable fund raising event where donations are used to cover costs, then alcohol is being sold. It will be easier to manage these occasions with a premises licence than if a temporary event licence must be taken out each time this type of event takes place.

The licence we are applying for will cover St Peter's Church, St Peter's House (the white building on Murieston Road) and the Church grounds. Outdoor events, such as a fellowship evening or a children's fun day, are held occasionally throughout the year, and holding a licence will enable us to offer adults attending a glass of wine or a beer at events where donations are made to cover costs. Again, we do not plan to increase the number of these events should a licence be granted.

If you have questions, please contact our Vicar, Revd Keith Addenbrooke, on 0161-928-4182.

Yours,

Keith Addenbrooke

Revd Keith Addenbrooke
Vicar of St Peter's Hale and St Elizabeth's Ashley

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The Parish Church of
St Peter's Hale

 THE CHURCH
OF ENGLAND
Diocese of Chester

20th April 2016

1 Harrop Road,
Hale,
Altrincham,
WA15 9BU.

Tel: 0161-928-4182

Mr and Mrs Poole
Wynthorpe
8 Murieston Road
Hale
Altrincham
WA15 9ST

Dear Mr and Mrs Poole

St Peter's Church – New Premises Licence Application

As you are aware, we have recently submitted a new premises licence application in respect of the church. I have been passed your representation in respect of this, as is usual in these matters.

I of course appreciate your concerns, but would like to reassure you that there is no intention to change the way in which the church currently operates, nor the sorts of events/functions that it holds. You may not have seen the explanatory leaflets we placed in the Church building (which is open during the day) and had available at Sunday Services, from the Parish Office and the Vicarage for anyone wanting to know more. I therefore attach a copy for your information.

This application is simply a practical way of ensuring that the church has the appropriate permissions for the sorts of events that we already carry out, without the need for us to seek temporary event notices. I appreciate that the statutory wording on the notices of application may have given a somewhat different impression, and I would be most grateful of the opportunity to meet with you in person to explain further what we are looking to do.

If you are comfortable with this, I would also like to ask our licensing solicitor to attend, in order that they can explain the reasons why the licence has been sought on the terms of this application. As such, I would like to meet up so we can talk about the background in respect of our application and answer any questions you may have. Would it be possible to suggest meeting on Wednesday 3rd May at 7.30pm? If this would be possible, it would be most helpful if you could confirm this to me on 0161 928 4182. I look forward to hearing from you.

Yours sincerely,

Keith Addenbrooke
Vicar of St Peter's Hale and St Elizabeth's Ashley
0161-928-4182

20th April 2016

1 Harrop Road,
Hale,
Altrincham,
WA15 9BU.

Tel: 0161-928-4182

Cllr Mrs Patricia Young
Trafford Town Hall
Talbot Road
Stretford
Manchester
M32 0TH

Dear Councillor Young,

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Yours sincerely,

Keith Addenbrooke

Keith Addenbrooke
Vicar of St Peter's Hale and St Elizabeth's Ashley
0161-928-4182

(4)

WITNESS STATEMENT

**IN SUPPORT OF AN APPLICATION FOR A NEW PREMISES LICENCE FOR ST
PETER'S CHURCH, ASHLEY ROAD, HALE**

Name: Keith Addenbrooke

Occupation: Vicar

Dated: 16 May 2017

1. My name is Keith Addenbrooke and I am the Vicar at St Peter's Church in Hale. I make this statement in support of the application made for a new premises licence for the church, and in response to the representations received against it.
2. I have been the Vicar at St Peter's since autumn 2015, and during that time we have hosted various events at the church, for the benefit of members of the congregation and members of the local community.
3. Examples of such events would include the play which was held at the church during advent last year, and the annual picnic event held in the summer following the toddlers' service. We occasionally host concerts by local music groups/orchestras, who find the acoustics of the Church particularly suitable for their music. We have a small men's fellowship group (with a typical attendance of 12 – 20 persons) who have an annual social evening on the lawn in the summer, and we occasionally have outside groups who book rooms for social events or fundraisers. During the summer we also hold a 'Holiday at Home' week of events for older members of the congregation/community which may conclude with a celebratory meal. There are also sometimes situations where families will use our facilities following christening services for example, for some food and/or a few drinks.

4. In the past, when we have held events such as this which involved licensable activities, it has been necessary for us to apply for Temporary Events Notices.
5. As such, late last year, I, and Katharine Mellor, who is the Secretary of the Parochial Church Council, approached Kuit Steinart Levy LLP to discuss how we could better approach our licensing arrangements. Essentially, we want to ease the administrative burden of having to apply for Temporary Event Notices when licensable activities are carried out. This was discussed at the Parochial Church Council (PCC) of St Peter's Church, who agreed it would help to manage the kind of events we already hold. There was no proposal to expand the type or frequency of events held.
6. We initially discussed the possibility of applying for a Club Premises Certificate, rather than a Premises Licence. However, we are clear that we want events that we hold to be open to our local community as a whole and not necessarily restricted only to those who are members of the congregation. As such, we decided to take the latter route.
7. What also emerged during the course of our conversation was that we might like to hold events, or even just small gatherings after services, in which we provide a small amount of alcohol in return for a suggested donation to the church. I understand that this constitutes a sale of alcohol, and again, I would not wish to have to apply for a Temporary Events Notice every time we might decide to do this.
8. Therefore, I am happy that we have taken the correct course of action in applying for a premises licence.
9. However, I did understand that this application might appear alarming to those in the local area on the face of it. For example, we were aware that we would need to specify the opening hours to be 24/7, because our grounds are open throughout the day. This is of course not to suggest that events will be ongoing throughout the night, as demonstrated by the hours that we have sought for licensable activities.
10. In light of this, during the consultation period, as well as displaying the statutory notices around the site, I also prepared an information sheet which was made available to members of the congregation and any other interested parties. I attach a copy of that sheet at Exhibit KA1. The important point which is noted in this

information sheet is that there is absolutely no intention to change the way in which the church holds events. Our intention is simply to regularise the position and to avoid the administrative burden of Temporary Event Notices.

11. The application was announced at church services when the notices were first displayed, and copies of the information sheet were made available at the end of services as well as for anyone calling into the church during the week. They were also available from the parish office and the vicarage for anyone calling in with questions.
12. During the consultation period, the church's annual meeting of parishioners took place. This was formally announced by way of a notice on the church's notice board as usual. This meeting is also open to local residents, although as is usually the case, it was only regular church members who attended this year. No queries were raised in respect of the application at this time.
13. At the end of the consultation period, I had an opportunity of reviewing the representations received from Councillor Young and John and Stephanie Poole. What was clear to me from these representations was that the individuals concerned had not seen the content of the information sheet which explained the reasons for the application, and that, as I feared, they were simply concerned about our intentions based solely on the statutory licensing notices that they had seen.
14. I wanted to provide reassurance on these points, and as such I wrote to the objectors to invite them to attend the church on the evening of Wednesday 3rd May to discuss the application. I attach at Exhibit KA2 a copy of the letter hand delivered to Mr and Mrs Poole's address and emailed to Councillor Young. They were also sent a copy of Exhibit KA1.
15. Councillor Young indicated that she could attend the meeting, for which I am grateful.
16. I received a second letter from Mr and Mrs Poole (via a congregation member who passed this to me) indicating that they did not wish to attend the suggested meeting. I was disappointed to hear this, as I very much wanted to be able to reassure them of our intentions. I wanted to make it clear to them that we would not be selling alcohol from 10:00 to 23:00 on a daily basis, nor expanding our activities.

17. As such, I made the decision to call to their house, and they were kind enough to allow me in to speak to them. We had what I would describe as a constructive conversation, and I took from this that their concerns are not in respect of the sorts of events and functions which take place at the church at present. I must emphasise to the Committee that we have absolutely no intention of changing the sorts of events that take place should this application be granted, nor their regularity.
18. I of course appreciated Mr and Mrs Poole's concerns, but I can assure them, and the Committee, that there is no need for them to be concerned. Not only is there no intention for our style of events to change, but also it would not be in our interests to cause problems or nuisance to our neighbours. We are a church, and we are and always will be a vital part of the local community. We will not carry out licensable activities in such a way as to cause any inconvenience to that community. It is of utmost importance to us that any and all of our activities take place in absolute harmony with the neighbourhood in which we are situated.
19. I assured Mr and Mrs Poole of all of the above when I met with them.
20. I received a telephone call the next day from Councillor Young, who had been in contact with Mr and Mrs Poole. She confirmed that Mr and Mrs Poole had also found our conversation constructive, and as I say above, the understanding I now have is that neither objector has any concern about the way in which the premises currently carries out licensable activities. Given this, Councillor Young advised that she did not feel a meeting would be necessary, so it was cancelled.
21. Again, we have no intention of changing this way of operating. I should also like to say that I fully understand that if we were to operate differently, and this method of operation were to cause a nuisance to our neighbours, our licence would be in jeopardy. I also understand that we could face enforcement action from the Council's licensing or environmental health teams.
22. I hope that the Committee will be comforted by my assurances that this licence, if granted, will not be used for daily activities, nor will the activities which are carried out cause a nuisance to residents. However, the granting of this licence would allow us the flexibility that we need to carry out ad hoc events of the sort which already take place.

23. I am the DPS named in this application, and I understand that it is my responsibility to ensure that the 'premises' operates in accordance with the conditions attached to the licence (if granted) and in such a way as not to cause a nuisance to anyone in the vicinity. The church by its very nature, and the nature of the events that we would hold, simply does not have the propensity to do this, and I will ensure that this continues to be the case.

