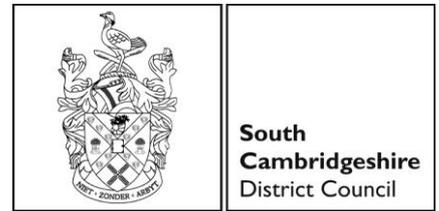


South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

t: 03450 450 500  
f: 01954 713149  
[www.scambs.gov.uk](http://www.scambs.gov.uk)



8 March 2018

To: Chairman – Councillor Andrew Fraser  
Members of the Licensing (2003 Act) Sub-Committee – Councillors  
Val Barrett and Kevin Cuffley

Applicant: Elgood & Sons Ltd

Dear Sir/Madam

Please find below the agenda, and attached the relevant papers, for the hearing by the **LICENSING (2003 ACT) SUB-COMMITTEE** of the application for the Waggon & Horses, 39 High Street, Milton, Cambridge. The hearing will be held in the **MONKFIELD ROOM, FIRST FLOOR** meeting room at South Cambridgeshire Hall on **FRIDAY, 16 MARCH 2018 at 2.00 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully  
**Beverly Agass**  
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

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## AGENDA

	<b>PAGES</b>
<b>1. INTRODUCTIONS / PROCEDURE</b>	<b>1 - 2</b>
The Chairman will introduce the members of the Sub-Committee and the officers in attendance at the meeting.	
A copy of the Licensing (2003 Act) Committee procedure is attached.	
<b>2. DECLARATIONS OF INTEREST</b>	
<b>3. VARIATION APPLICATION FOR PREMISES LICENCE: THE WAGGON AND HORSES, 39 HIGH STREET, MILTON, CAMBRIDGE</b>	<b>3 - 32</b>

## **OUR LONG-TERM VISION**

South Cambridgeshire will continue to be the best place to live, work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

## **OUR VALUES**

We will demonstrate our corporate values in all our actions. These are:

- Working Together
- Integrity
- Dynamism
- Innovation

## **GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL**

### **Notes to help those people visiting the South Cambridgeshire District Council offices**

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

#### **Security**

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk)

#### **Emergency and Evacuation**

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

#### **First Aid**

If you feel unwell or need first aid, please alert a member of staff.

#### **Access for People with Disabilities**

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

#### **Toilets**

Public toilets are available on each floor of the building next to the lifts.

#### **Recording of Business and Use of Mobile Phones**

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

#### **Banners, Placards and similar items**

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

#### **Disturbance by Public**

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

#### **Smoking**

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

#### **Food and Drink**

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

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# Agenda Item 1

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

### LICENSING ACT 2003 COMMITTEE

#### HEARING PROCEDURE

##### **1. Introduction**

- The Chairman of the sub-committee will welcome and introduce everyone present, giving explanations of roles where necessary, and outline the procedure to be followed.
- The hearing will take the form of a discussion to be led by the sub-committee.
- Members of the sub-committee will be able to ask questions of any party, or the Licensing Officer, at the hearing. They will try, so far as possible, to ask their questions at the conclusion of each party's submission.
- The sub-committee will consider any requests for permission to ask questions of other parties. It will decide if questions are required in order for it to consider the case properly. If permission is given to one party, it will usually be given to all other parties.
- The Chairman may ask any person behaving in a disruptive manner to leave and may refuse to permit that person(s) to return or may permit them to return with specified conditions. Such a person may, before the end of the hearing, submit to the authority in writing any information which they would have been entitled to give orally had they not been required to leave.
- Members of the sub-committee will be asked to make any Declaration of Interests.

##### **2. Witnesses**

The sub-committee will consider any requests from any of the parties to call witnesses.

##### **3. New evidence/information**

The sub-committee will consider any requests for permission to present new evidence or information not previously disclosed to all the parties and the sub-committee prior to the hearing. The general rule is that such information or evidence must not be considered unless all parties at the hearing agree to it being considered on the day of the hearing. A request may be made for a short adjournment to allow time for everyone to receive copies of the extra information and time to read it.

##### **4. Allocation of time**

Each party will be asked for a time estimate for the presentation of their case. The sub-committee will hear all estimates and then allocate each party an equal amount of time to speak.

##### **5. Licensing Officer's report**

The Council's Licensing Officer will outline details of the application and representations received by the council. No recommendation to members will be made.

## **6. Applicant's case**

The applicant will present their case first. They have a right to:

- address the sub-committee on any points of clarification the council has sought;
- address the committee generally; and
- call any witnesses that they have been given permission to call. Witnesses may be cross-examined if permission is granted. If this happens, the time taken for questions will count towards the allocated time of the party asking the questions, not the party answering them.

Members of the sub-committee may ask questions of the applicant.

## **7. Police representations**

The Police will make any representations about the application, with the same rights as listed at s.6.

Members of the sub-committee may ask questions of the police representative.

## **8. "Responsible authorities" representations**

Other "responsible authorities" (Police/Fire/Environmental Health Officer/Social Services/Trading Standards/Planning Directorate) will then make representations, with the same rights as listed at s.6.

Members of the sub-committee may ask questions of those authorities represented.

## **9. Any other representations**

Anybody else making representations will go last, with the same rights listed at s.6.

Members of the sub-committee may ask questions of any person who has made a representation.

## **10. Legal advice**

Once all parties have presented their cases to the sub-committee, and the members of the sub-committee have no more questions for any of the parties, the Council's Legal Officer will be asked to outline any relevant legal guidance.

## **11. Decision-making**

The sub-committee will then retire to another room to make its decision. The Council's Legal Officer and Clerk will accompany members to advise where necessary and take notes of the decision.

## **12. Notification of decision**

Depending on the nature of the application, a determination of the case will either be made at the conclusion of the hearing, or within 5 working days. In most cases, all parties will be notified of the decision in writing.

# Agenda Item 3

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

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**REPORT TO:** Licensing Sub-Committee (2003 Act)

16 March 2018

**AUTHOR/S:** Licensing Officer

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### **VARIATION APPLICATION FOR PREMISES LICENCE:**

The Waggon & Horses, 39 High Street, Milton, Cambridge, CB24 6DF

#### **The Application**

1. The application (**Appendix A**) for a variation to premises licence on behalf of Elgood & Sons Ltd, North Brink Brewery, North Brink, Wisbech, PE13 1LW was received by the licensing section on 2 February 2018 in accordance with the Licensing Act 2003. The requirements for advertising and displaying relevant notices were carried out in accordance with the Licensing Act 2003.

#### **The premises are requesting the following:**

Sale by retail of alcohol for consumption on and off the premises:-

- Monday to Sunday 10:00 to 01:00

Provision of late night refreshment: -

- Monday to Sunday 23:00 to 01:00

Provision of live music: - Indoors only

- Monday to Sunday 11:30 to 00:30

Premises to be open to the public:-

- Monday to Sunday 08:00 to 01:30

#### **Background**

2. The premise is in a village location positioned on High Street with residential properties to the sides and rear. It is located in the residential village of Milton. (**Appendix B**)
3. The current licence permits the following:-

Sale by retail of alcohol for consumption on the premises:-

- Monday to Sunday 10.00 to 24.00

Opening times to the public are as above plus 30 minutes at the end of the day

Performance of live music (indoors):-

- Friday and Saturday 19.30 to 23.00

4. Permissions for regulated entertainment are as stated above plus those permitted to all licensed premises by the Live Music Act 2012, please refer to paragraph 15
5. The premises have held a licence under the Licensing Act 2003 since its inception and previously held a licence under the Licensing Act 1964.
6. As part of the application process no representations have been received for Responsible Authorities, however valid representations have been received from residents in the area.
7. As part of the application process the responsible authorities were contacted but have made no representations against the application
8. As part of the process the applicant has been made aware of the representations. **(Appendix C)**

### **Relevant Representations**

9. No representations have been received from the responsible authorities however representations have been made from interested parties
10. Relevant representations that have not been withdrawn are attached as. **(Appendix D)**

### **Officer's Views**

11. Members should be mindful to give consideration to the changes proposed in the application only, the existence of a previous licence and conditions whether in force or not should not be amended through the variation of licence, each application should be considered on its individual merits.
12. Members have the right under the Licensing Act 2003 to determine this application after considering any relevant representations, Members may
  - Accept the proposed application as submitted
  - Reject the application
  - Agree the application but impose conditions that promote the relevant licensing objectives
13. Members may not take away or restrict any existing permissions granted to the current licence and must concentrate on the parts of the licence that are being varied.

### **Live Music Act 2012**

14. The live Music Act came into force on 1<sup>st</sup> October 2012

The Act removes the licensing requirements for:

- Amplified live or recorded music taking place between 08.00 & 23.00 before audiences of no more than 500 people on premises authorised to sell alcohol
- Unamplified music between 8am and 11pm in all venues
- It is possible however to impose new conditions or re-instate existing licence conditions upon a formal review (not variation) of the licence. The licensing authority may then impose a statement whereby the provisions of the Live Music Act 2012 will no longer apply.

15. Guidance in the South Cambridgeshire District Council Licensing Policy in relation to such issues states that conditions may be considered and examples are listed under the relevant sections below.

- **Example Conditions relating to the prevention of public nuisance.**

a) Consideration may be given to conditions that ensure that:

- 1) Noise or vibration does not emanate from the premises so as to cause a nuisance to nearby properties
- 2) Prominent, clear and legible notices are displayed at all exits requesting the public to respect the needs of local residents and to leave the premises and the area quietly.
- 3) The use of explosives, pyrotechnics and fireworks of a similar nature which could cause disturbance in the surrounding areas are restricted.
- 4) The placing of refuse – such as bottles – into receptacles outside the premises takes place at times that will minimise the disturbance to nearby properties.
- 5) Noxious smells from the licensed premises are not permitted (subject to existing legislation not providing adequate measures) so as to cause a nuisance to nearby properties and the premises are properly vented.
- 6) Flashing or particularly bright lights on or outside licensed premises (any such condition must be balanced against the benefits of providing lighting to promote the prevention of crime and disorder).

b) **Hours**

The hours during which the premises are permitted to be open to the public can be restricted by the conditions of a premises licence for the prevention of public nuisance:

- 1) Conditions may be placed on premises restricting the hours during which premises are permitted to be open to the public or to members and their guests.
- 2) Restrictions may be necessary on the times when certain licensable activities take place even though the premises may be open to the public at such times
- 3) Restrictions may be necessary on parts of a premise used for certain licensable activities at certain times.

- **Example Conditions relating to the prevention of crime and disorder**

a) Door Supervisors (registered with the SIA – Security Industries Authority)

The Local Authority recognises that in applications where door supervisors are referred to in the operating schedule conditions relating to door supervisors are mandatory. Where conditions are attached relating to the provision of door supervisors and security they may be valuable in:

- 1) Preventing the admission and ensuring the departure from the premises of the drunk and disorderly, without causing further disorder;
- 2) Keeping out excluded individuals (subject to court bans or bans imposed by licence holder);
- 3) Searching and excluding those suspected of carrying illegal drugs or carrying offensive weapons and;
- 4) Maintaining orderly queuing outside venues.

Where door supervisors are to be a condition of a licence they are required to be licensed through the Security Industries Authority in line with the Securities Industry Act 2000.

b) Bottle Bans

It is recognised that glass vessels (i.e. bottles and glasses) may be used as weapons inflicting serious harm during incidents of disorder. Conditions may include:

- 1) No bottles containing beverages of any kind, whether open or sealed, shall be given to customers on the premises whether at the bar or by staff service away from the bar
- 2) No customer carrying open or sealed bottles shall be admitted to the premises at any time that the premises are open to the public.

In appropriate circumstances conditions may exempt bottles containing wine or similar sold for consumption with a table meal by customers who are seated in a separate area from the bar.

c) CCTV

The presence of CCTV cameras can be an important means of deterring and detecting crime at and immediately outside licensed premises. Conditions may include:

- 1) The need to have CCTV cameras on the premises
- 2) The precise positioning of each camera
- 3) The requirement to maintain cameras in good working order
- 4) The requirement to retain recordings for an appropriate period

Other conditions that may be considered relevant to promote the reduction of crime and disorder may include:

- 1) Restriction on drinking areas
- 2) Capacity limits
- 3) Proof of age cards
- 4) Crime prevention notices
- 5) Signage at or immediately outside the premises
- 6) Use of plastic containers and toughened glass

### **Legal Implications**

16. All parties will maintain a right of appeal to a Magistrate's Court after the determination of this committee.

Contact Officer: John Goodwin  
Regulatory Enforcement Officer

Received 21/2/18

333792 043376  
21/3/18 JG

End of consultation

Sent to Consultation 13/2/18.



South Cambridgeshire  
Application to vary a premises licence  
Licensing Act 2003

For help contact  
licensing@scamb.gov.uk  
Telephone: 03450 450 063

\* required information

Section 1 of 18

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

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

Are you an agent acting on behalf of the applicant?

Yes  No

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

Applicant Details

\* First name

\* Family name

\* E-mail

Main telephone number  Include country code.

Other telephone number

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

Are you:

Applying as a business or organisation, including as a sole trader

Applying as an individual

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

Applicant Business

Is your business registered in the UK with Companies House?  Yes  No

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

Registration number

Business name

If your business is registered, use its registered name.

VAT number

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

Legal status

Continued from previous page...

Your position in the business	<input type="text" value="OFFICE MANAGER"/>	
Home country	<input type="text" value="United Kingdom"/>	The country where the headquarters of your business is located.
Registered Address		Address registered with Companies House.
Building number or name	<input type="text" value="NORTH BRINK BREWERY"/>	
Street	<input type="text" value="NORTH BRINK"/>	
District	<input type="text"/>	
City or town	<input type="text" value="WISBECH"/>	
County or administrative area	<input type="text" value="CAMBRIDGESHIRE"/>	
Postcode	<input type="text" value="PE13 1LW"/>	
Country	<input type="text" value="United Kingdom"/>	

Section 2 of 18

APPLICATION DETAILS

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

I/we, as named in section 1, being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in section 2 below.

\* Premises Licence Number

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

Address     OS map reference     Description

Postal Address Of Premises

Building number or name	<input type="text" value="THE WAGGON &amp; HORSES"/>
Street	<input type="text" value="39 HIGH STREET"/>
District	<input type="text" value="MILTON"/>
City or town	<input type="text" value="CAMBRIDGE"/>
County or administrative area	<input type="text" value="CAMBRIDGESHIRE"/>
Postcode	<input type="text" value="CB24 6DF"/>
Country	<input type="text" value="United Kingdom"/>

Premises Contact Details

Telephone number

Continued from previous page...

Non-domestic rateable  
value of premises (£)

16,000

### Section 3 of 18

#### VARIATION

Do you want the proposed  
variation to have effect as  
soon as possible?

Yes

No

Do you want the proposed variation to have effect in relation to the  
introduction of the late night levy?

Yes

No

You do not have to pay a fee if the only  
purpose of the variation for which you are  
applying is to avoid becoming liable to the  
late night levy.

If your proposed variation  
would mean that 5,000 or  
more people are expected to  
attend the premises at any  
one time, state the number  
expected to attend

#### Describe Briefly The Nature Of The Proposed Variation

Describe 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.

TO ALTER OPENING HOURS TO 08:00-01:30 MONDAY TO SUNDAY  
TO ALTER LICENSING HOURS TO 10:00-01:00 MONDAY TO SUNDAY  
TO PERMIT SALE OF ALCOHOL FOR CONSUMPTION OFF THE PREMISES  
TO PERMIT PERFORMANCE OF LIVE MUSIC FROM 11:30-00:30 MONDAY TO SUNDAY

### Section 4 of 18

#### PROVISION OF PLAYS

See guidance on regulated entertainment

Will the schedule to provide plays be subject to change if this application to  
vary is successful?

Yes

No

### Section 5 of 18

#### PROVISION OF FILMS

See guidance on regulated entertainment

Will the schedule to provide films be subject to change if this application to  
vary is successful?

Yes

No

### Section 6 of 18

#### PROVISION OF INDOOR SPORTING EVENTS

Continued from previous page...

See guidance on regulated entertainment

Will the schedule to provide indoor sporting events be subject to change if this application to vary is successful?

Yes  No

Section 7 of 18

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will the schedule to provide boxing or wrestling entertainments be subject to change if this application to vary is successful?

Yes  No

Section 8 of 18

PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will the schedule to provide live music be subject to change if this application to vary is successful?

Yes  No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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

Continued from previous page...

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 select 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.

AMPLIFIED MUSIC

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.

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

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

Section 9 of 18

PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will the schedule to provide recorded music be subject to change if this application to vary is successful?

Yes       No

Standard Days And Timings

MONDAY

Start

End

Start

End

Provide 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	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="11:00"/>	End	<input type="text" value="00:30"/>
Start	<input type="text"/>	End	<input type="text"/>

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 select 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.

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.

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

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

Continued from previous page...

**Section 10 of 18**

**PROVISION OF PERFORMANCES OF DANCE**

See guidance on regulated entertainment

Will the schedule to provide performances of dance be subject to change if this application to vary is successful?

Yes  No

**Section 11 of 18**

**PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE**

See guidance on regulated entertainment

Will the schedule to provide anything similar to live music, recorded music or performances of dance be subject to change if this application to vary is successful?

Yes  No

**Section 12 of 18**

**PROVISION OF LATE NIGHT REFRESHMENT**

Will the schedule to provide late night refreshment be subject to change if this application to vary is successful?

Yes  No

**Standard Days And Timings**

**MONDAY**

Start

End

Start

End

Provide 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

Continued from previous page...

**SATURDAY**

Start

End

Start

End

**SUNDAY**

Start

End

Start

End

Will the provision of late night refreshment take place indoors or outdoors or both?

- Indoors       Outdoors       Both

Where taking place in a building or other structure select 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.

State any seasonal variations.

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

Non standard timings. Where the premises will be used for the provision of late night refreshment at different times from those listed above, list below.

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

**Section 13 of 18**

**SUPPLY OF ALCOHOL**

Will the schedule to supply alcohol be subject to change if this application to vary is successful?

- Yes       No

**Standard Days And Timings**

Continued from previous page...

MONDAY

Start 10:00

End 01:00

Start

End

Provide 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 10:00

End 01:00

Start

End

WEDNESDAY

Start 10:00

End 01:00

Start

End

THURSDAY

Start 10:00

End 01:00

Start

End

FRIDAY

Start 10:00

End 01:00

Start

End

SATURDAY

Start 10:00

End 01:00

Start

End

SUNDAY

Start 10:00

End 01:00

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.

Continued from previous page...

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

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

**Section 14 of 18**

**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.

Provide 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.

**Section 15 of 18**

**HOURS PREMISES ARE OPEN TO THE PUBLIC**

**Standard Days And Timings**

**MONDAY**

Start

End

Start

End

Provide 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

Continued from previous page...

**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.

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

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

Identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

Reasons why I have failed to enclose the premises licence or relevant part of premises licence.

**Section 16 of 18**

**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.

*Continued from previous page...*

The Challenge 25 age verification scheme will be used whilst such a scheme is in operation. No unaccompanied children to be allowed on the premises at any time whilst the premises are open for business. CCTV will be operated and maintained, with recordings kept and made available on request to the police or other authorised person in a readily transferable media.

**b) The prevention of crime and disorder**

No glass, open bottles or glass drinking vessels to be allowed to leave the premises. The Challenge 25 age verification scheme will be used whilst such a scheme is in operation.

**c) Public safety**

Appropriate measures to be adopted to prevent the premises becoming overcrowded. Staff to be trained to deal with safe evacuation of the premises with particular regard to persons with disabilities and records to be maintained on the premises and produced to a police officer or authorised person.

**d) The prevention of public nuisance**

No glass, open bottles or glass drinking vessels to be allowed to leave the premises. Clear notices to be displayed to remind customers to leave the premises quietly.

**e) The protection of children from harm**

The Challenge 25 age verification scheme will be used whilst such a scheme is in operation. No unaccompanied children to be allowed on the premises at any time whilst the premises are open for business.

**Section 17 of 18**

**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 18 of 18

### 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.

Variation Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at [http://www.voa.gov.uk/business\\_rates/index.htm](http://www.voa.gov.uk/business_rates/index.htm)

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00\*

Band E - £125001 and over £635.00\*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

If you own a large premise you are subject to additional fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

\* Fee amount (£)

190.00

### DECLARATION

\* I/we understand 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?"

Continued from previous page...

\* 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/south-cambridgeshire/change-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, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**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

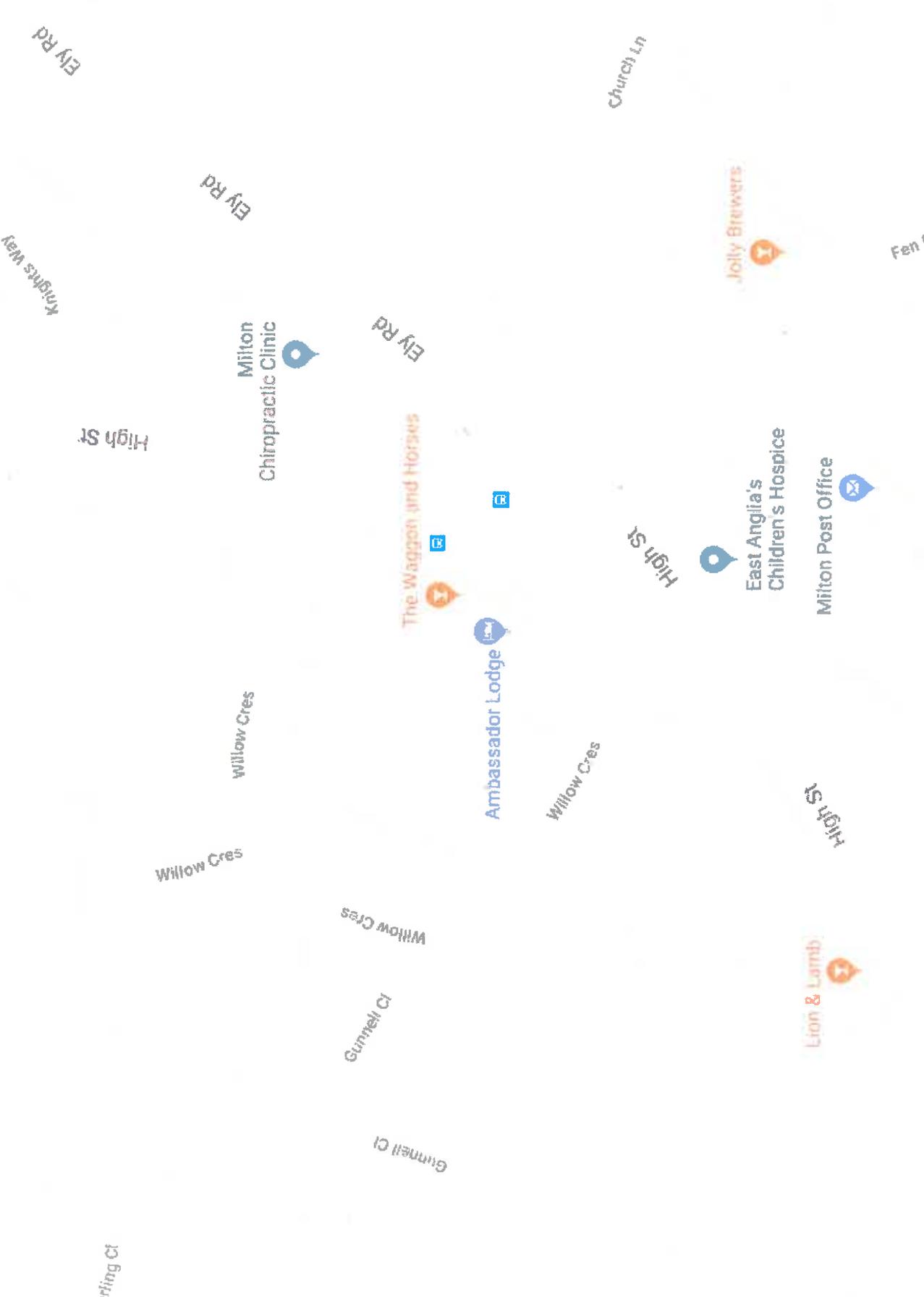
Approval deadline

Error message

Is Digitally signed

< Previous 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 Next >





Ely Rd

Ely Rd

Church Ln

Fen Rd

Knights Way

High St

Milton Chiropractic Clinic

Ely Rd

The Waggon and Horses

Jolly Brewers

High St

East Anglia's Children's Hospice

Milton Post Office

Willow Cres

Ambassador Lodge

Willow Cres

Willow Cres

High St

Willow Cres

Lion & Lamb

Gunnell Ct

Gunnell Ct

Starling Ct

Lumpkies Way

map Way

KS Ct



South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB3 6EA

t: 08450 450 063

[www.scambs.gov.uk](http://www.scambs.gov.uk)



**South  
Cambridgeshire**  
District Council

Ms Kate Pateman  
Elgood & Sons Ltd  
North Brink Brewery  
Wisbech  
Cambridgeshire  
PE13 1LW

Our Ref: Waggon & Horses  
Your Ref: N/A  
Date: 6 March 2018

Environmental Health Services  
Contact:  
Direct Dial:08450 450 063  
Direct Email:[licensing@scambs.gov.uk](mailto:licensing@scambs.gov.uk)

## Notice of Hearing

### Licensing Act 2003

#### **Application for: Variation of Premises Licence**

**Name of Applicant: Elgood & Sons Ltd**

**Name of Premises:- The Waggon & Horses, Milton**

**Hearing Date: 16 March 2018**

I am writing to inform you that in the opinion of the Licensing Officer there is a need for a hearing arising from the above application under the Licensing Act 2003. The arrangements for the hearing are as follows:

Date: 16 March 2018

Start Time: 2.00pm

Venue: South Cambridgeshire Hall, Cambourne Business Park, Cambourne CB23 6EA

The authority may dispense with a hearing if all persons required by the Act agree. If you consider the hearing to be unnecessary, please contact (Licensing Officer) as soon as possible.

### **Attendance**

You may attend the hearing and may be assisted or represented by any person, whether or not that person is legally qualified. You may ask permission for persons other than a representative to appear at the hearing. If you want other persons to speak in support of your application, you must submit the name(s) of that/those persons.

Please be aware that unless your letter of representation is withdrawn in writing the details you have provided including your name and address will be published as part of the formal notices and subsequent report which is available for public inspection. Should you believe that by providing these details it puts your personal safety at risk you must contact the Licensing Authority as a matter of urgency to discuss the matter.

Please note that if you tell us that you do not intend to attend or be represented, the hearing may proceed in your absence. If you tell us that you intend to attend and/or be represented, but then do not attend, the hearing may be heard in your absence or adjourned if necessary in the public interest. If the hearing is held in your absence, the licensing authority will consider the application you have made.

Please complete the attached reply form and return it **no later than 10 working days before the hearing**.

I enclose a map indicating the location of the Business Park; parking is available nearby. Please make sure that you arrive no later than ten minutes before the hearing is scheduled to begin. On arrival please ask the receptionist for directions. Hearings are public and you may observe other hearings if you wish.

### **Procedure**

A hearing takes the form of a discussion led by the licensing sub-committee and cross-examination is not permitted unless the authority considers that it is required. Questions will be accepted through the Chair if members of the sub-committee have decided to allow questions. At the beginning of the hearing, the Chair will explain the procedure that will be followed and the committee will consider any request made by a party for permission for another person to appear at the hearing. This permission will not be unreasonably withheld.

You are entitled to speak:

- in response to a point upon which the authority will want clarification, to give further information in support of your application;
- if given permission by the authority, to question any other party; and
- to address the authority.

Parties will be allowed an equal maximum period of time in which to speak under the above categories.

Members of the sub-committee may ask any question of any party or person appearing at the hearing. They may also take into account any documentary or other evidence produced by a party either before the hearing, or, with the consent of other parties, at the hearing.

### **Documents**

I enclose copies of the listed documents, which are relevant to the application.

*Representations*

*Map*

The agenda (including the procedure) for the hearing will follow together with the Licensing Officer's report to the sub-committee. You will receive this no later than 12 March 2018.

Yours sincerely

John Goodwin  
Regulatory Enforcement Officer

Please complete and retain one copy for your information and return the second copy as soon as possible and not later than 6<sup>th</sup> February 2018 to:

Licensing Officer, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA

**Hearing to be held at on 16 March 2018**  
**Re: application for premises licence at Waggon & Horses, 39 High Street, Milton under the Licensing Act 2003**

***Please tick as appropriate***

I will be attending the hearing.

I will not be attending the hearing.

I will be represented.

Name of representative .....

*NB Should you be unable to attend on the day please ensure that you contact the Officer on 01954 713476. Please note: the hearing may be heard in your absence.*

I will not be producing any witnesses

I request permission to produce the following witnesses to address the listed points:

**PLEASE WRITE NAMES CLEARLY IN CAPITAL LETTERS BELOW**

NAME OF WITNESS

Signed: .....

Date: .....

Name: (please print) .....

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(2)



To Whom it may concern  
South Cambs District Council  
Cambourne Business Park  
CB23 6EA

26th February 2018

Dear Sir/Madam

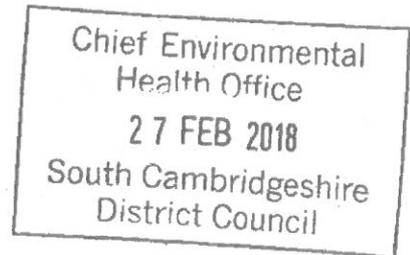
Re: Application for variation of a Premises Licence, 810513753 (Elgood & Sons in respect of Waggon and Horses Milton, Cambridge

We write with reference to the above application, and wish to view our concerns. We feel that this application is totally unjustified. Our reasons are as follows:

- a) This will cause additional noise from late night drinkers and live music during the working week. We live at [redacted] which is two doors from the pub. Our family all have to get up between 6-7.00a.m to go to work.
- b) Additional cars parked in the surrounding street, and car doors slamming late at night in a residential area. We have already experienced this. The car park outside the pub is not big enough, therefore people will park on the corner of Willow Crescent and along this road. This is opposite our property. This will especially be more prominent in the summer months with windows open at night.
- c) When it's stated 'late night refreshments', does this mean the kitchen will be open until these times, or that a food van will be present outside the premises?. If it's the latter this could mean additional litter in the surrounding streets and unwanted smells at an unsociable hour.
- d) We feel that the sale of alcohol needs to be restricted in general. This culture does not need the assistance of a local public house to sell alcohol into the early hours 7 days a week.

Please acknowledge receipt of this letter via the email address below

Kind regards



Milton

Email: [redacted]

APPENDIX B

THE LICENSING ACT 2003  
 REPRESENTATION FORM FOR "INTERESTED PERSON" / "BODY"  
 (living in the 'vicinity' of the premises detailed below)

Your name / Company name	THAS AMBASSADOR LODGE BED & BREAKFAST
(Name of Body you represent) Please tick one: <input checked="" type="checkbox"/> i) a person affected by the application <input type="checkbox"/> ii) a body representing persons <input checked="" type="checkbox"/> iii) a person involved in a business <input type="checkbox"/> iv) a body representing persons involved in these businesses <input type="checkbox"/>	
Postal Address (inc post code)	MILTON, CAMBRIDGE
Contact telephone number:	
Mobile Number:	
Email address:	

Name of Premises you are making a representation about:	WAGON AND HORSES PUBLIC HOUSE
Address of the premises you are making a representation about:	39 HIGH ST, MILTON CAMBRIDGE CB24 6DF

The prevention of crime and disorder by offering late night hot food, drink and off sales of alcohol this could encourage groups or individuals to come late at night to purchase items when nothing else is available locally - between 11PM and 1AM. This could attract larger numbers of people at these unsocial hours, than usual public house restrictions.

The prevention of public nuisance we are concerned about noise affecting our bed and breakfast business which is adjacent to the pub. ie. late night music, people entering and leaving pub, noise on front car park from talking cars leaving - collecting food/drink between the hours of 11PM and 1AM, noise and smell from the extractor fan which is right next to one of our bedrooms. Staff leaving after very late shifts.

Public Safety	
---------------	--

Protection of Children from Harm

If the licensing authority considers that relevant representations are made the licensing team will consider arranging a mediation meeting between the relevant parties (if all agree) to try and reach a settlement. If this informal process is unsuccessful a hearing before the Licensing Sub Committee will follow, unless the interested parties withdraw their representations.

All representations in their entirety, including your name and address will be disclosed to the applicant for the premises licence.

Signed ..... Date 27/0/18 .....

.....  
Please print name

Please return this form along with any additional sheets to the relevant authority.

This form should be returned along with any additional information you may feel relevant within the Statutory Period, which is 28 days from the day after the day on which the application was given to the licensing authority by the Applicant.

In the case of a request for review, a copy of your letter must be served on the Premises Licence Holder as well as to the Licensing Authority

However, because of the tight timescales involved, and to assist in the determination of the application process, any representations should be forwarded to the licensing authority AS SOON AS POSSIBLE and BY NO LATER THAN THE DATE GIVEN BY THE LICENSING AUTHORITY.

If in any doubt, please contact the Licensing section.

